

**AGENDA
SPECIAL MEETING
SIERRA MADRE CITY COUNCIL,**

Tuesday, May 14, 2019

Closed Session 5:30 pm

**City Hall Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024**

*John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member*

*Sue Spears, City Clerk
Michael Amerio, City Treasurer*



PUBLIC COMMENT

The Council will listen to the public on any item on the agenda. Under the Brown Act, Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate City Council action.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

Persons wishing to speak on closed session items have a choice of doing so either immediately prior to the closed session or at the time for comments on items at the open session.

CLOSED SESSION

CALL TO ORDER/ROLL CALL

Mayor Harabedian, Mayor Pro Tem Capoccia, Council Member Arizmendi, Council Member Delmar, and Council Member Goss

PUBLIC COMMENT

Regarding Closed Session Items

RECESS TO CLOSED SESSION REGARDING:

CONFERENCE WITH LEGAL COUNSEL

Existing Litigation (Govt. Code Section 54956.9 (d)(1))
City of Gardena, Duarte vs RWQCB

CONFERENCE WITH REAL PROPERTY NEGOTIATOR

(Govt. Code Section 54956.9
City Negotiator: City Manager Gabriel Engeland
700 N Sunnyside Ave, Sierra Madre, CA 91024

ACTION ITEMS

Regardless of staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject, or continue such item.

MEETING ASSISTANCE

If you require special assistance to participate in this meeting, please call the City Clerk's office at (626) 355-7135 at least 48 hours prior to the meeting.

**AGENDA
REGULAR MEETING
SIERRA MADRE CITY COUNCIL,
SUCCESSOR AGENCY, AND
PUBLIC FINANCE AUTHORITY**

Tuesday, May 14, 2019

6:30 pm

**City Hall Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024**

*John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member*

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PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

Persons wishing to speak on any item on the agenda will be called at the time the agenda item is brought forward. Persons wishing to speak on closed session items have a choice of doing so either immediately prior to the closed session or at the time for comments on items at the open session.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Time shall be devoted to audience participation early on the agenda.

**CALL TO ORDER/ROLL CALL
MEMBERS OF THE CITY COUNCIL**

Mayor Harabedian, Mayor Pro Tem Capoccia, Council Member Arizmendi, Council Member Delmar, and Council Member Goss

**PLEDGE OF ALLEGIANCE AND
INVOCATION/INSPIRATION**

Mayor John Harabedian

APPROVAL OF AGENDA

Vote of the Council to proceed with City business.

REPORT OUT FROM CLOSED SESSION

City Attorney report from the closed session.

APPROVAL OF MEETING MINUTES

Approval of City Council minutes from the Regular meeting on April 23, 2019

MAYOR AND CITY COUNCIL REPORTS

Council Member activities relating to City business.

PUBLIC COMMENT

Regarding items not on the agenda

PRESENTATIONS

1. Recognition of the Grand prize winners of the Sierra Madre Library Bookmark Contest
2. Update from the Director of the San Gabriel Valley Municipal Water District
3. Sierra Madre Library Annual Report

ACTION ITEMS

1. CONSENT

- | | |
|---|--|
| a) ADOPTION OF RESOLUTION 19-21 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS | Recommendation that the City Council approve Resolution 19-21 for approval of payment of City warrants in aggregate amount of \$730,466.20; Library warrants in the aggregate amount of \$9,038.65, and payroll transfer in the aggregate amount of \$303,233.01 for the fiscal year ending June 2019. |
| b) RECOMMENDATION TO APPROVE PLANS AND SPECIFICATIONS FOR WATER MAIN REPLACEMENTS AT VARIOUS LOCATIONS AND DIRECT STAFF TO SEEK CONSTRUCTION BIDS AND APPROVE THE RFP FOR DESIGN ENGINEERING NEW WATER MAIN PROJECTS | Recommendation that the City Council approve plans and specifications for water main replacements at various locations; direct staff to seek construction bids; and approve the Request for Proposals for Design Engineering New Water Main Projects. |
| c) SECOND READING OF ORDINANCE 1412 PROVIDING GENERAL UPDATES OF VARIOUS CODE SECTIONS OF THE SIERRA MADRE MUNICIPAL CODE, INCLUDING TITLE 10 “VEHICLES AND TRAFFIC” REVISING THE DEFINITION OF RECREATIONAL VEHICLE, AND TITLE 17 “ZONING” TO ACHIEVE CONSISTENCY IN NOTIFICATION PROCEDURES, UTILIZING DEPARTMENT OF PARKS AND RECREATION FORMS TO DETERMINE HISTORIC ELIGIBILITY, ADDING CERTIFICATION REQUIREMENTS FOR ARCHITECTURAL HISTORIANS, AND ESTABLISHING DRIVEWAY WIDTH STANDARDS IN THE “R-1” AND “R-2” ZONING DISTRICTS | Recommendation that the City Council authorize the City Clerk to read by title only, for second reading, and approve Ordinance 1412. |

PUBLIC HEARINGS

- 2. **ADOPTION OF ORDINANCE 1413 TO AMEND TITLE 17-ZONING TO INCLUDE LANGUAGE FOR LIGHTING REGULATIONS FOR PROPERTIES IN THE “R-1 ONE-FAMILY RESIDENTIAL ZONE”, “R-2 TWO-FAMILY RESIDENTIAL ZONE”, “R-3 MEDIUM/HIGH DENSITY RESIDENTIAL ZONE”, “R-C RESIDENTIAL ZONE”, AND “H HILLSIDE MANAGEMENT ZONE”**

Recommendation that the City Council:

- 1. introduce and give first reading of Ordinance 1413 by title only, waiving further reading to amend Title 17 of the Sierra Madre Municipal Code to include language for lighting regulations for properties in residential zones.
- 2. Open a public hearing and take a testimony from any interested persons and/or the public.

DISCUSSION

- 3. **CONSIDERATION OF RESOLUTION 19-20 DECLARING AN INTENTION TO FORM THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT; APPROVING THE ENGINEER’S REPORT; SETTING A TIME AND PLACE FOR A PUBLIC HEARING; AND ORDERING THE INITIATION OF ASSESSMENT BALLOT PROCEDURES**

Recommendation that the City Council adopt a Resolution 19-20, A RESOLUTION OF THE CITY COUNCIL DECLARING ITS INTENTION TO FORM THE CITY OF SIERRA MADRE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT, APPROVING THE ENGINEER’S REPORT, AND SETTING A TIME AND PLACE FOR A PUBLIC HEARING AND ORDERING THE INITIATION OF ASSESSMENT BALLOT PROCEDURES; and

- 1) Declaring its intention to form the new Downtown Landscaping and Lighting Maintenance District; and
- 2) Approving the Engineer’s Report for the new Downtown Landscaping and Lighting Maintenance District; and
- 3) Setting a time and place for a public hearing for July 9, 2019 and ordering the initiation of assessment ballot proceedings

- 4. **CONSIDERATION OF OPEN SPACE GUIDELINES**

Recommendation that the City Council provide staff with direction.

- 5. **CONSIDERATION OF AMENDMENTS TO SIERRA MADRE MUNICIPAL CODE SECTION 10.24.310 REGULATING PARKING OF RECREATIONAL AND COMMERCIAL VEHICLE PARKING**

Recommendation that the City Council provide staff with direction on amendments to Sierra Madre Municipal Code (SMMC) 10.24.310.

- 6. **DISCUSSION OF TERM LENGTH FOR MAYOR AND MAYOR PRO TEMPORE**

Recommendation that the City Council provide staff with direction.

ACTION ITEMS

Regardless of staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject, or continue such item.

PUBLIC HEARING

The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated. These rules will be enforced but may be changed by appropriate City Council action.

AVAILABILITY OF AGENDA MATERIALS

Materials related to items on this agenda are available for public inspection on the City's website at www.cityofsierramadre.com, and during normal business hours at City Hall, 232 W. Sierra Madre Blvd. and at the Sierra Madre Public Library, 440 W. Sierra Madre Blvd.

LIVE BROADCASTS

Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m.

MEETING ASSISTANCE

If you require special assistance to participate in this meeting, please call the City Clerk's office at (626) 355-7135 at least 48 hours prior to the meeting.

ADJOURNMENT

The City Council will adjourn to a meeting at this same place on Tuesday, May 28, 2019.



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES

SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

Tuesday, April 23, 2019 - 6:30 pm

Sierra Madre City Hall Council Chambers
232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor John Harabedian called the meeting to order at 6:32 p.m. City Clerk Sue Spears called the roll.

Present: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Absent: Council Member Rachelle Arizmendi (excused)

Also Present: Teresa Highsmith, City Attorney
Laura Aguilar, Assistant City Clerk
Henry Amos, Acting Police Lieutenant
James Carlson, Management Analyst
Chris Cimino, Director of Public Works
Lori Garza, Associate Librarian
Vincent Gonzalez, Planning & Community Preservation Director
Miguel Hernandez, Human Resources Manager
Jim Hunt, Interim Chief of Police
Colby Konisek, Finance Director
Kurt Norwood, Interim Fire Chief
Jennifer Peterson, Administrative Analyst
Jose Reynoso, Utility Services Director
Rebecca Silva-Barrón, Community Services Manager
Sue Spears, City Clerk

PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:

Council Member Goss led the Pledge of Allegiance and read quotes from the following US Presidents: Grover Cleveland, William Howard Taft, Franklin Delano Roosevelt, Harry S. Truman, and George Herbert Walker Bush.

APPROVAL OF AGENDA AS PRESENTED:

Mayor Harabedian asked for a motion to approve the agenda as presented.

Mayor Pro Tem Capoccia moved to approve the agenda as presented.

Council Member Delmar seconded the motion to approve the agenda as presented.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Council Member Rachelle Arizmendi

The motion to approve the agenda as presented was passed with a vote of four (4) yes votes and one absent.

APPROVAL OF MINUTES:

Mayor Harabedian asked for the approval of the Minutes of the Regular Council Meeting of April 9, 2019.

Council Member Goss moved to approve the Minutes of the Regular Council Meeting of April 9, 2019 as presented.

Council Member Delmar seconded the motion to approve.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss
Noes: None
Absent: Council Member Rachelle Arizmendi
Abstain: None

The motion to approve the Minutes of the Regular Council Meeting of April 9, 2019 as presented was passed with a vote of four (4) yes votes and one absent.

MAYOR AND CITY COUNCIL REPORTS:

- A. Mayor John Harabedian did not make a report.
- B. Mayor Pro Tem John Capoccia reported that, as the SM representative on the San Gabriel Council of Governments and participant on the Environmental Committee, he toured the CR&R Environmental Services (trash hauler) facility in Perris, CA, that does anaerobic digestion, which creates renewable natural gas.
- C. Council Member Rachelle Arizmendi was absent.
- D. Council Member Denise Delmar did not make a report.
- E. Council Member Gene Goss reported that he, along with Council Member Arizmendi and Mayor Pro Tem Capoccia, attended the newly formed Sierra Madre Library Foundation mixer in which there was good discussion about building a new library in Sierra Madre and an update on what the Foundation has been doing was provided.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

Mayor Harabedian opened the meeting for Public Comment on items not on the agenda.

- David Gordon, President, Sierra Madre Playhouse, reported that (1) on May 3, 2019 @ 8:00 pm, the SM Playhouse will be showing the 100 years old silent film, "The Grim Game", starring Harry Houdini, (2) this showing is in collaboration with the Catalina Island Museum Silent Film Festival, and (3) tickets are available on the SM Playhouse website, with the profits being split between the SM Playhouse and the Catalina Island Museum.
- Liza Kerrigan, Sierra Madre, expressed concern with the Kersting Court redesign planning and requested consideration of a larger vision of Kersting Court being the center of Sierra Madre.
- Andrea Lin, Sierra Madre, expressed concerns with her neighbors and alleged harassment.
- Mary Lou Caldwell, Sierra Madre, reported that the Sierra Madre Kiwanis "Annual Boot Skootin Chili Cook-Off" will be held on May 11, 2019, @ 6:00 pm at the Sierra Madre Recreation Center, with tickets costing \$30.
- Marvin Holmes, Monrovia & Project Engineer, LA County Sanitation District, announced that a tentative agreement in their negotiations has been reached between the LA County Sanitation District Management and the Employee Union.

Mayor Harabedian asked if anyone else would like to come forward to speak on items not on the agenda. Seeing no one come forward, Mayor Harabedian closed Public Comment.

PRESENTATION – PROCLAMATION IN RECOGNITION OF ARMENIAN GENOCIDE REMEMBRANCE DAY, APRIL 24, 2019

Mayor Harabedian expressed that the City Council has presented this proclamation every year because the Armenian Genocide was the first genocide of the 20th Century and the perpetrators have not admitted or taken ownership of their actions. He said that genocide is still a current issue today in society, with ethnic cleansing and other atrocities taking place. Mayor Harabedian stated that the remembrance is to (1) honor those who have perished in all genocides, (2) stand up and say that, even on a local level, we do not tolerate it, (3) speak truth to power, and (3) declare that we stand with the victims, even if far from us. He thanked the members of the Armenian National Committee of America (ANCA) here today to accept this proclamation and said that it was the City Council's honor and privilege to do it this year and every year.

Mayor Harabedian read and presented a “*Proclamation in Support and Recognition of Armenian Genocide Remembrance Day*” to Shoghig Yepremian, Chair, and Boghos Patatian, Board Member, both from the Armenian National Committee of America (ANCA), Pasadena Chapter. Ms. Yepremian expressed appreciation for this proclamation, said that this is the 104th anniversary of Armenian Genocide Remembrance Day, and reported that, currently, 49 out of 50 states (except Mississippi) recognize the Armenian Genocide.

PRESENTATION – UPDATE ATHENS SERVICES “GREEN INITIATIVES”

Christian Warner, Vice President, Athens Services, and Ed Chen, Director of Governmental Affairs, Athens Services, made an informational presentation that included a PowerPoint, titled “Athens’ Green Initiatives”. The main topics were:

- Material Recycling Facilities (MRF) – Athens Services currently owns two mixed waste MRF’s in the City of Industry and the City of Sun Valley, with a third scheduled to be built in the City of Irwindale.
- Crown Construction & Demolition (C&D) Recycling Facility – Athens Services recently acquired and now owns Crown Construction & Demolition (C&D) Recycling Facility, located in the City of Sun Valley. This facility is now one of the highest diverting certified C&D facilities in CA, diverting roughly 85% of all inbound material.
- American Organics – Athens Services owns American Organics, an organic recycling facility (organic material is turned to compost) located in the City of Victorville.
- American Organics – Compost Benefits – Compost (1) has long-term positive effects in soils, improving their ability to hold nutrients and moisture and degrade pollutants, (2) reduces the need for synthetic fertilizer, (3) retains disease-preventing properties that promote healthy soils, which results in stronger, more resilient plants, (4) provides millions of microbes, (5) (some) feed on dead organic matter and some eat other microbes, and (6) as a group, they cycle nutrients, build the soil and give it structure, and create humus (retain more water and nutrients).
- American Organics – Soil Sequestration – Soils (1) hold more carbon than the atmosphere or plant and animal life combined and (2) degraded over the past centuries from human activities have lost a significant portion of their carbon content to the air. About 1/3 of the surplus CO₂ in the atmosphere driving climate change today has come from land management practices. On the other hand, carbon can be stored long-term in the soil, known as soil carbon sequestration, if plant materials that have already removed CO₂ from the air are returned to the soil in a stable form, such as by the application of compost to land. Studies show that one application of compost started a chain reaction of carbon sequestration that will last decades. One may infer that more compost and mulch applied to many types of land is the single greatest weapon in the fight to reduce the effects of climate change.
- Organics Screw Press (OSP) – Athens Services partnered with a domestic equipment manufacturer to develop a first of its kind organics screw press (OSP), which is a hydraulic screw press that looks very much like a large screw. The resulting liquid organics can then be used in multiple ways for diversion.
- Engineered Municipal Solid Waste Conversion (EMSW Conversion) – (1) Athens Services is taking low quality recyclables that have recently been banned from the recycling market due to the change in the laws in China (China Sword), (2) the material is harvested from the waste stream using special screens, optical sorters, and specialized grinders, in order to create a purposefully selected material, (3) this selected material is then used as Solid Recovered Fuel (SRF), which is used as an offset, or alternative to the use of coal in cement kilns, and (4) this process has had a tremendous positive impact on the carbon footprint of Athens’ cities.
- Landfill Renewable Natural Gas (RNG) Conversion – (1) Athens Services has built and installed Compressed Natural Gas (CNG) stations at three of its operating yards where fleet trucks park daily, (2) CNG trucks are able to “slow fill” nightly, in order to maximize the amount of CNG that is paced into the tank, (3) Athens Services is able to use the RNG that comes from landfills, where it is processed and converted into CNG, and finally used to fill up the Athens CNG trucks at its three stations, and (4) the CNG is used instead of diesel fuel, which reduces the carbon footprint..

Mayor Harabedian ask the Council Members if they had any questions.

In response to Council Member questions, Mr. Warner said the following:

- Plan for Handling Restaurant Food Waste (response to AB1826 – commercial organics) – (1) AB1826 is currently in effect, with specific commercial customers being required to separate their organics, which Athens Services collects separately, (2) organics are already being taken to the Athens Services facility in Victorville to turn it into compost, thereby keeping it out of the landfills, (3) Sierra Madre is in compliance, but over time, it will be necessary for all commercial customers to separate their organics, and (4) discussions have begun with SM Staff and will be coming back to SMCC over the next few months for decisions regarding the costs involved, how to minimize rates, and stay in compliance with CA laws.
- AB1594 Goes into Effect January 2020 – Requires that Sierra Madre green waste must go someplace else other than a landfill. Athens Services will be able to take the green waste to its Victorville Facility and turn it into compost.
- Composting Process – Composting does not eliminate methane gas but reduces it by a large amount. The net amount of methane gas that is released into the air is much less with composting than if it is taken to the landfill and let sit for 30-50 years. It is estimated that there is an 85% – 95% diversion of keeping it out of the landfill through that process.
- Anerobic Digestion – Athens Services is partnering with LA County Sanitation to take a lot of the anerobic material to the LA County sanitation facility in Carson for anerobic digestion. Athens Services is also exploring anerobic digestion for itself to own.
- Reduction in Diesel Fuel Use – Athens Services has replaced all of its diesel trucks with CNG trucks and, as trucks are replaced, Sierra Madre will continue to see nice clean CNG trucks. Over time, the muffler noise will be reduced.

Mayor Harabedian commented that the problem of plastic recycling with the China Sword is the most pressing, with 80% of the plastic for recycling not being reused. Mayor Harabedian and the Council Members thanked Mr. Warner for his presentation and expressed that it was very informative.

PRESENTATION – INTRODUCTION OF INTERIM CHIEF OF POLICE JIM HUNT

Human Resources Manager Hernandez introduced Jim Hunt as the City’s new Interim Police Chief. Mr. Hunt spent his previous 26-year law enforcement career (beginning in 1991) entirely with the City of Monrovia, where he rose through the ranks and retired as the Police Chief in 2017.

Mr. Hunt commented “It is truly an honor to be with the City of Sierra Madre public safety team and I look forward to working with the community and City Staff”. He also expressed his emphasis on community and inclusiveness.

Mayor Harabedian and the other Council Members welcomed Mr. Hunt “to the team and the family.”

PRESENTATION – UNVEILING NEW SIERRA MADRE PUBLIC LIBRARY LOGO

Associate Librarian Garza made an informational presentation that included a PowerPoint, titled “Sierra Madre Public Library”, that concluded with the unveiling of the new Sierra Madre Public Library logo. The main topics were:

- Original 1950s Library Logo
- Second Library Logo
- Library & Community Services Logo
- Library Logo Now
- New Library Logo

AGENDA ACTION ITEMS:

1. CONSENT CALENDAR:

City Clerk Spears gave the following reports under the Consent Calendar:

- a) AUTHORIZATION TO EXPEND REGIONAL PARK AND OPEN SPACE DISTRICT GRANT FUNDS FOR THE KERSTING COURT PROJECT - Recommendation that the City Council appropriate grant expenditures and authorize payment to Lawrence R. Moss and Associates for landscape architecture in the amount of \$63,300.

- b) CITY COUNCIL LIAISON APPOINTMENTS AND CONSIDERATION OF RESOLUTIONS 19-15, 19-16, 19-17, AND 19-18 PERTAINING TO APPOINTMENTS OF VOTING DELEGATES TO LEAGUE OF CALIFORNIA CITIES, THE LOS ANGELES COUNTY SANITATION DISTRICT, SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS, AND CALIFORNIA JOINT POWERS INSURANCE AUTHORITY, RESPECTIVELY - Recommendation that the City Council approve Mayor Harabedian's City Liaison and Voting Delegate appointments to various commission and agencies and approve Resolutions 19-15, 19-16, 19-17, and 19-18 as required by the League of California Cities, Los Angeles County Sanitation District, San Gabriel Valley Council of Governments, and California Joint Powers Insurance Authority.
- c) CONSIDERATION OF RESOLUTION 19-19 TO TAKE CORRECTIVE ACTION REGARDING FEES ASSOCIATED WITH BUSINESS AND RESIDENTIAL ALARM PERMITS - Recommendation that the City Council approve Resolution 19-19 taking corrective action to fees associated with business and residential alarm permits
- d) CONSIDERATION OF RESOLUTION 19-12 DESIGNATING STREETS TO BE INCLUDED IN THE FY 2019-2020 STREET REHABILITATION PROGRAM - Recommendation that the City Council approve Resolution 19-12 designating certain streets to be included in the Fiscal Year 2019-2020 Street Rehabilitation Program.
- e) ADOPTION OF RESOLUTION 19-11 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS – Recommendation that the City Council approve Resolution 19-11 for approval of payment of City warrants in aggregate amount of \$127,971.32; Library warrants in the aggregate amount of \$3,491.69, and payroll transfer in the aggregate amount of \$340,084.83 for the fiscal year ending June 2019.

Mayor Harabedian asked if any Member of the Council had questions on Consent Items 1a – 1e.

In response to a question by Council Member Capoccia regarding Consent Item 1a, Public Works Director Cimino said that only \$16,000 has been expended for the architect, 1/3 of the way on conceptual designs.

In response to a question by Council Member Delmar regarding Consent Item 1b – Resolution 19-17, Mayor Harabedian stated that the changes were noted and corrected.

Mayor Harabedian opened the meeting for Public Comment on the Consent Items 1a – 1e. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion. No additional discussion occurred.

Council Member Goss made a motion to approve Consent Items 1a – 1e as presented.

Council Member Delmar seconded the motion for approval.

- Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia (abstained from Consent Item 1d), and Council Members Denise Delmar and Gene Goss
- Noes: None
- Absent: Council Member Rachelle Arizmendi
- Abstain: None

The motion to approve Consent Calendar Items 1a, 1b, 1c, and 1e as presented was passed with a vote of four (4) yes votes and one absent.

The motion to approve Consent Calendar Item 1d as presented was passed with a vote of three (3) yes votes, one abstain, and one absent.

2. PUBLIC HEARING - CONSIDERATION OF RESOLUTION 19-14 APPLYING THE CALIFORNIA VEHICLE CODE AND TITLE 10 OF THE SIERRA MADRE MUNICIPAL CODE TO CERTAIN DESCRIBED PRIVATELY-OWNED AND MAINTAINED ROADS.

Mayor Harabedian opened this item for Public Hearing.

Management Analyst Carlson reported on this item with the recommendation that the City Council take the following actions:

- a. Open a public hearing and take a testimony from any interested persons and/or the public.

- b. Adopt Resolution No. 19-14 applying the provisions of the California Vehicle Code and Title 10 (Vehicles and Traffic) of the Sierra Madre Municipal Code to certain privately-owned and maintained roads generally held open for use by the public for purposes of vehicular travel.
- c. If the above mentioned resolution is approved, the City Council would confirm the authority – but not the mandate – of California law enforcement officers, including police officers of the City of Sierra Madre and those authorized by the Chief of Police pursuant to Section 10.12.010 of the SMMC, to enforce all CVC and SMMC vehicular, traffic, and parking regulations on the following private roads:
 - Baldwin Court
 - Chaparral Road
 - Coburn Avenue
 - Michillinda Way
 - Monte Vista Lane
 - Mt. Wilson Trail Road
 - Nathaniel Terrace
 - Olive Tree Lane
 - Olvera Lane
 - Sunnyside Lane
 - Sunrise Hill
- d. Without the proposed resolution, City law enforcement officers would not be authorized to (1) enforce unsafe parking and driving practices or (2) prevent unauthorized traffic and road obstructions, which can obstruct public safety vehicles (including paramedic and fire suppression response).

In response to a question from Mayor Harabedian regarding why this issue is before Council, Mgmt. Analyst Carlson stated that the intention of the resolution is to prohibit any obstruction that would hinder our public safety departments from accessing places that they need to be. One example described related to the Santa Anita Fire that began on Chantry Road and quickly moved west toward Sierra Madre. Mgmt. Analyst Carlson cited that the first street fire responders were able to access the fire was on Sunrise Hill, a private road, and we would never want a private road to be obstructed.

Mayor Harabedian asked if there are examples of a private road being obstructed. City Attorney Highsmith stated that (1) there have been, which is a potential code enforcement and safety issue and (2) there is State legislation prohibiting blocking the access of a fire truck. She added that the broader issue is uniform public safety throughout the City because the City does not have the authority to enforce the vehicle codes on private roads, i.e. unsafe driving and speeding. In addition, City Attorney Highsmith said that the resolution would allow (but not require) law enforcement to do that. Another item mentioned is that this resolution does not prohibit residents/guests parking on their private streets.

In response to a question by Council Member Delmar, City Attorney Highsmith clarified that overnight parking permits are not required for private streets because it is private property and that there is no intention that the resolution would require such. She added that Sierra Madre private roads may not be gated off currently and the resolution would not change that.

Mayor Harabedian asked if anyone would like to come forward to comment on this item.

- Chris Adams, Sierra Madre, Mayor Harabedian entered into the record and read a letter from Mr. Adams opposing the resolution.
- Sam Glaze, Sierra Madre, asked about Forest Lane.

City Attorney Highsmith said that, for the record, Forest Lane is not part of the resolution. Public Works Director Cimino added that Forest Lane was removed from the list because it is a pass-through street, with no dead-end.

Mayor Harabedian addressed the audience and stated that private road residents should not be concerned if this resolution is passed, as the overnight parking on private roads without a permit will still be allowed.

- Tom Love, Sierra Madre, spoke about the issue, agrees that access for public safety staff is paramount, and asked for consideration that all private streets are not “equal”.
- Archie Chen, Sierra Madre, spoke in opposition to the resolution, specifically for Monte Vista Lane.

- Paul Jacobson, Sierra Madre, said that he is in partial agreement with the resolution, but would like it in writing regarding overnight parking on private streets.
- George Delaportilla, Sierra Madre, spoke in opposition to the resolution.
- Paul Velasquez, Sierra Madre, spoke in opposition to the resolution.
- Harry Toluchanian, Sierra Madre, spoke in opposition to the resolution.
- Judy Campbell, Sierra Madre, spoke in opposition to the resolution.
- Diana Bohler, Sierra Madre, spoke in opposition to the resolution.
- Marguerite Schuster, Sierra Madre, spoke in support of the resolution.
- Peter Laws, Sierra Madre, spoke in support of the resolution.
- Michelle Lentes, Sierra Madre, spoke in support of the resolution.
- Vincent Bagby, Sierra Madre, spoke in opposition to the resolution.
- Amy Massino, Sierra Madre, spoke in opposition to the resolution.
- Tammy Woloski, Sierra Madre, spoke in opposition to the resolution.
- Lin Chen, Sierra Madre, spoke in opposition to the resolution.
- Susan Cotura, Sierra Madre, spoke in support of the resolution.
- Mark Fink, Sierra Madre, spoke in support of the resolution, but is concerned regarding restrictions on overnight parking on private streets.
- Rachel Rabideau, Sierra Madre, spoke in opposition to the resolution.
- Teresa Laws, Sierra Madre, spoke in support of the resolution.
- Erik Neel, Sierra Madre, spoke in opposition to the resolution.

Mayor Harabedian asked if anyone else would like to come forward to this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

In response to some of the issues raised during Public Comment, City Attorney Highsmith and Public Works Director Cimino said the following:

- Street Sweeping on Private Roads - Athens Services is not required to sweep private roads/streets.
- Policy Creep on Private Roads - The resolution is only applicable to the CA Vehicle Code and the provisions of Chapter 10 of the Sierra Madre Code. If the resolution is adopted, the City is not acquiring any property interests whatsoever on anyone's private road. The resolution would not give the City the authorization to install street lights or widen the private streets.
- Parking on Private Roads - A new section could be added to the resolution specifying that the resolution does not apply to parking on private roads/streets by owners and their invitees or anyone. Currently, the City does not have the authority to ticket illegally parked vehicles on private roads/streets. There is no intent to limit the owners of a private road from parking on their private road.
- Removing a Vehicle that is Blocking a Private Road – It is considered code enforcement, not a parking issue. Currently, the City cannot enforce any parking restrictions on private roads.

Discussion occurred and there was consensus that public safety is paramount and the need to add a new Section 7 – “This resolution shall not prohibit overnight parking on any private roads.”

Mayor Pro Tem Capoccia made a motion to adopt Resolution 19-14, with the amendment of adding Section 7 – “This resolution shall not prohibit overnight parking on any private roads.”

Council Member Delmar seconded the adopt the resolution as amended.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Council Member Rachelle Arizmendi

Abstain: None

The motion to adopt Resolution 19-14 with the amendment of adding Section 7 – “This resolution shall not prohibit overnight parking on any private roads” was passed with a vote of four (4) yes votes and one absent.

At 8:35 p.m. – Mayor Harabedian recessed the meeting.

At 8:41 p.m. – Mayor Harabedian reconvened the meeting.

3. DISCUSSION - ADOPTION OF ORDINANCE 1412 PROVIDING GENERAL CLEAN-UP OF VARIOUS CODE SECTIONS OF THE SIERRA MADRE MUNICIPAL CODE INCLUDING TITLE 10 - “VEHICLES AND TRAFFIC” TO AMEND PARKING RESTRICTIONS FOR COMMERCIAL AND RECREATIONAL VEHICLES, AND TITLE 17 - “ZONING” TO ACHIEVE CONSISTENCY IN NOTIFICATION PROCEDURES, UTILIZING DEPARTMENT OF PARKS AND RECREATION FORMS TO DETERMINE HISTORIC ELIGIBILITY, ADDING CERTIFICATION REQUIREMENTS FOR ARCHITECTURAL HISTORIANS, EXCLUDING APPLICATIONS FOR DISCRETIONARY DESIGN REVIEW FOR REASONABLE ACCOMMODATION APPLICATIONS, AND ESTABLISHING DRIVEWAY WIDTH STANDARDS IN THE R-1 AND R-2 ZONING DISTRICTS.

Planning & Community Preservation Director Gonzalez, reported on this item, that included a PowerPoint, titled “General Ordinance Amendments”, with a recommendation that the City Council introduce and give first reading of Ordinance 1412 by title only, waiving further reading to amend Title 10 and Title 17 of the Sierra Madre Municipal Code providing general cleanup of various code sections contained therein. Following are the Municipal Code Text Amendments recommended for change:

- Section 1 – Amending Section 10.01.165 (“Recreational Vehicle”) – The amendment adds “utility trailer” to the definition of “Recreational Vehicle” applicable to vehicles with or without State registration.
- Section 2 – Amending Section 10.24.310 (“Parking Commercial and Recreational Vehicles”) – The amendment eliminates the 5-hour parking provision of commercial and recreational vehicles exceeding 7 feet in height or width from parking in any residential district except for loading and unloading purposes.
- Section 3 – 17.20.121 (“Landscaping and Paving in Front Yard”) – The amendment includes a reference to “standard driveway width” serving a residential zone in accordance with Exhibit D in Chapter 17.68 “Parking”. It also eliminates the requirements describing “minimum standards for circular driveways” and reinstates requirement in Section 17.68.070 “Standards for Development”.
- Section 4 – 17.22.140 (“Permit Process for Second Units) – The amendment omits 20-day mailed notification requirement with a 300-foot radius for conversion or new construction of second units. It includes a new requirement for a posted sign notice to be placed on the property for a period of 14 calendar days.
- Section 5 – 17.60.025 (“Minor Variances”) – The amendment omits signatory provision to obtain signatures from property owners abutting the project site and across the street and omits 10-day mailed notification requirement with a 150-foot radius. New procedure requires a posted sign notice to be placed on the property and a mailed notice within a 300-foot radius 14-days prior to a decision.
- Section 6 – 17.60.056.D (“Procedure”) – The amendment requires an architectural historical certified by the Secretary of the Interior’s Standards to prepare a written historic assessment or survey for properties 75 years of age or older.

- Section 7 – 17.60.100.H.1.a and b (“Burden of Proof on Applicant”) – For buildings not eligible for designation, the amendment requires a historic resource evaluation using the State of California Department of Parks and Recreation (DPR) Series 523 Forms. If the building is eligible for local listing, the project proceeds with a full historical resource evaluation report with identified mitigation measures.
- Section 8 – 17.61.030 (“Reasonable Accommodations”) – A request for reasonable accommodation submitted for concurrent review with another discretionary land use application shall be reviewed by the authority reviewing the discretionary land use application excluding applications for discretionary design review.
- Section 9 – 17.68.070 (“Standards for Development”) – The amendment provides a reference to Exhibit D – “Minimum Backup Distance for Garages at Rear of Lot”.
- Section 10 – Section 17.68.070 (“Standards for Development”) – The amendment adds Subsection V (“Driveway width”) establishing minimum driveway width of 10 feet as described in existing Exhibit D of Section 17.68 “Parking”. The amendment adds Subsection W (“Minimum Standards for Circular Driveways”) relocated from Section 3 – 17.20.121 (“Landscaping and Paving in Front Yard”).

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question from Council Member Delmar regarding whether the Planning Commission was given an opportunity to review the proposed changes, Planning Director Gonzalez stated that the Planning Commission had provided input on some of the proposed changes, but not all.

In response to a question from Mayor Pro Tem Capoccia regarding vehicle height restrictions, Planning Director Gonzalez said that the height restrictions apply to the height of the vehicle itself, not what may be attached on top of the vehicle. In addition, he stated that Sections 1 & 2 do not apply to vehicles parked on private property.

In response to a question from Mayor Pro Tem Capoccia regarding Section 7, Planning Director Gonzalez clarified that the certificate of appropriateness is specific to designated properties.

In response to a question from Mayor Pro Tem Capoccia regarding “the list” noted in Section 5 – B, Planning Director Gonzalez explained that (1) the list is required for all applications, whether it is reviewed by the Planning Commission or Staff, (2) the list from the LA County Assessor’s Office is the most current and up to date of property owners within a 6-month period, (3) a mapping service can provide the information or it can be done by individuals, (4) the applicant provides (to the City) mailing labels from the list using the within 300-foot of the property radius map, and (5) the City prepares a courtesy notice, attaches the labels to the courtesy card notice, pays for the postage, and mails it to the affected property owners.

In response to a question from Mayor Pro Tem Capoccia regarding “certification” noted in Section 6, Planning Director Gonzalez stated that (1) there is a “minimum qualifications” for an architectural historian to be certified by the “Secretary of Interior’s Standards,” (2) one of those, if they are calling themselves an architectural historian, is to actually be an architect and also have historic preservation experience, (3) Section 6 does say that all architectural historians have to be an architect, as there are other qualifications necessary to meet certain certifications, and (4) the Secretary of the Interior does issue a certification for architectural historians.

In response to a question from Mayor Harabedian regarding why Section 6 is before Council, Planning Director Gonzalez said that the City (1) previously compiled a list of qualified historians from which individual property owners could select to prepare their historical evaluation and (2) however the quality of the reports ranged from very good to poorly written to incomplete. The purpose of Section 6 is to strengthen the types (quality & thoroughness) of reports that the City receives from an historian and, by sole-sourcing to a particular contractor, there is control, a team of people, expediency, reduced costs to property owners, and benefits property owners.

In response to a question from Mayor Harabedian as to whether the sole sourcing creates concern that the surveyor is favoring the City, City Attorney Highsmith responded that many cities use the DPR form completed by a sole consultant, which is less expensive and pretty straightforward.

In response to a question from Mayor Harabedian regarding “driveway width” and unintended consequences,” Planning Director Gonzalez said that the language (1) under circular driveways is

12 feet and is existing now in the code, (2) it is 10 feet for R3 properties, depending on the number of units, and (3) is silent for R1 & R2 properties.

In response to a question from Mayor Harabedian regarding why (Section 8) discretionary design review is being excluded for “reasonable accommodation” submittals, Planning Director Gonzalez stated that the intent of the action is to be more sensitive to individuals with disabilities requesting a reasonable accommodation and any discussions/explanations regarding the disability and the request.

City Attorney Highsmith added that the proposed language does not say that and, if that is what is intended, it is a bit ambiguous in the way that it is written, with multiple interpretations. She said that there is no legal basis for excluding discretionary design review for reasonable accommodation requests and questioned whether there is a policy reason to do that.

In terms of privacy, City Attorney Highsmith explained that, for someone requesting reasonable accommodation for a disability/medical issue, (1) we do not ever ask them what their disability or medical issue is, (2) during a public hearing process, the applicant must still describe the accommodation they need without revealing or talking about their disability or medical issue, (3) because there is more than one way to meet an accommodation, and (4) it is up to the City to determine whether the particular accommodation requested is reasonable and whether a different accommodation might work just as well. She suggested that the proposed language does not accomplish the goal of requiring the applicant to describe the accommodation requested and the City determining whether the request is reasonable. City Attorney Highsmith said that the proposal reads that the design review is still required, but is not included with concurrent review, which does not make sense.

Planning Director Gonzalez said the intent was to exclude discretionary design review completely for reasonable accommodation requests. City Attorney Highsmith advised the Council that she does not recommend that. She said that we do not talk about the disability, but there is a need to talk about the specific accommodation requested.

Mayor Harabedian opened the meeting for Public Comment on this item.

- Nick Latshaw, Sierra Madre, spoke in opposition to Section 1 (Amending Section 10.04.165) and Section 2 (Amending Section 10.24.310).
- Marguerite Schuster, Sierra Madre, asked about whether the issue of lighting as applied to R1 and R2 might be brought into coherence with what already applies to the hillside management zone and R3 zone, including the dark sky component of the General Plan.
- Tim Shakerian, Sierra Madre, spoke in opposition to Section 1 (Amending Section 10.04.165) and Section 2 (Amending Section 10.24.310).
- Joanna Reichert, Sierra Madre, spoke in opposition to Section 1 (Amending Section 10.04.165) and Section 2 (Amending Section 10.24.310).

Mayor Harabedian asked if anyone else would like to come forward to this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Discussion occurred and there was concurrence among the Council Members to adopt an amended ordinance by striking Section 2 (Amending Section 10.24.310 - “Parking Commercial and Recreational Vehicles”) and Section 8 (17.61.030 - “Reasonable Accommodations”). The discussion concluded with a direction to Staff to bring the RV parking discussion (Section 2) back to Council expeditiously.

Council Member Delmar made a motion to adopt amended Ordinance 1412 as presented for Sections 1, 3, 4, 5, 6, 7, 9, and 10 and striking Sections 2 and 8.

Council Member Goss seconded the motion to adopt the amended ordinance.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss
Noes: None
Absent: Council Member Rachelle Arizmendi
Abstain: None

The motion to adopt amended Ordinance 1412 as presented for Sections 1, 3, 4, 5, 6, 7, 9, and 10 and striking Sections 2 and 8 was passed with a vote of four (4) yes votes and one absent.

4. DISCUSSION - CONSIDERATION OF RESOLUTION 19-13 REGULATING PARKING IN MUNICIPAL PARKING LOTS.

Management Analyst Carlson reported on this item, with a recommendation that the City Council adopt Resolution 19-13; updating the regulations of Downtown District Municipal Parking Lots (Auburn Lot, South Baldwin Lot, Mariposa Lot, and East Montecito Lot) to match regulations currently adopted and enforced on public streets, which includes enforcing the overnight parking permit requirement. Staff also recommended posting signage and matching parking regulations for the three municipal lots providing parking for City Business: (1) the City Hall Parking Lot, (2) the Library Parking Lot, and (3) the Sierra Vista Parking Lot, except overnight parking is still to be prohibited at those three municipal lots. Staff is recommending that no changes be made to the municipal lot in the Canyon known as the "Mary's Market Parking Lot."

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question from Council Member Capoccia regarding why this issue is before Council, Mgmt. Analyst Carlson said that the public lots are not for vehicle storage and, with this resolution, parking in Downtown District Municipal Parking Lots would require an overnight parking permit.

Mayor Harabedian opened the meeting for Public Comment on this item.

- Carol Canterbury, Sierra Madre, spoke in support of the resolution.

Mayor Harabedian asked if anyone else would like to come forward to this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

No further discussion occurred.

Council Member Goss made a motion to adopt Resolution 19-13 as presented.

Council Member Delmar seconded the motion to adopt.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Council Member Rachelle Arizmendi

Abstain: None

The motion to adopt Resolution 19-13 as presented was passed with a vote of four (4) yes votes and one absent.

NEW ITEMS PLACED FOR FUTURE AGENDAS:

Mayor Harabedian asked the members of the City Council if there are any new items for future meeting agendas.

Council Members did not suggest any new items.

ADJOURNMENT:

Mayor Harabedian asked for a motion to adjourn.

Mayor Pro Tem Capoccia made a motion to adjourn the meeting in memory of long-time Sierra Madre resident, Roger Brown, who passed away this morning. Mr. Brown is the husband of Caroline Brown, President, Sierra Madre Mountain Conservancy.

The motion to adjourn was seconded by Council Member Goss.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss.

Noes: None

Absent: Council Member Rachelle Arizmendi

Abstain: None

The motion to adjourn was passed with a vote of four (4) yes votes and one absent.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 9:49 p.m. in memory of Roger Brown, to a Regular meeting to be held on Tuesday, May 14, 2019, in the Sierra Madre City Hall Council Chambers.

John Harabedian, Mayor

Minutes taken and prepared by:

Sue Spears, City Clerk

RESOLUTION NUMBER 19-21

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE
APPROVING CERTAIN DEMANDS**

WHEREAS, the following demands have been reviewed and approved by the Finance Director; and,

WHEREAS, the Finance Director has verified that appropriated funds are available for payment thereof; and,

WHEREAS, the register of audited demands has been submitted to the City Council for approval; and

WHEREAS, City Warrants are the payment of bills, invoices and contractual obligations incurred by the City of Sierra Madre during the period enumerated therein, based on the approved fiscal year budget and existing budgetary authority, Municipal Code authority, or prior policy direction by the City Council; and

WHEREAS, Payroll Transfer is the transfer of funds to cover the payroll costs for all City employees for the period enumerated therein.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre does hereby approve payment of City Warrants in the aggregate amount of \$730,466.20; Sierra Madre Library Warrants in aggregate amount of \$9,038.65; and Payroll Transfer in the aggregate amount of \$303,233.01 for the fiscal year ending June 30, 2019.

APPROVED AND ADOPTED this 14th day of May, 2019.

Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number 19-21 was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 14th day of May, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk, City of Sierra Madre, California

**City of Sierra Madre
Department of Finance
Warrant Register Recap
City Council Meeting of May 14, 2019**

CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY

City of Sierra Madre Warrants	\$730,466.20
Sierra Madre Library Warrants	\$9,038.65
Payroll Transfer.....	\$303,233.01

Warrant Register 5/14/19**Attachment**

Fiscal Year	Description	Amount	Page #
FY 1819	Manual Warrants	310,821.50	1-3
FY 1819	General Warrants - Utility Bills	6,757.48	4
FY 1819	General Warrants	412,887.22	5-9
	Total	730,466.20	

FY 1819	Library Warrants	9,038.65	10
	Total	9,038.65	

Date: 5/2/2019	Payroll #9 Electronic Tansfers From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.	\$303,233.01	
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Packet: APPKT04537 - MAN 04/23/19
Vendor Set: 01 - Vendor Set 01

Check Date: 04/23/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>0688</u>	BNY MELLON TRUST COMPANY				9,077.56
AP EFT WEST	Electronic Funds Transfer	<u>SIERRAMA9802-0415</u>	SM FIN TAX INC REV BND SERIES 1998A-INTERES	50003.30000.58002	9,077.56
<u>VEN03072</u>	CA DEPT OF TAX AND FEE ADMINISTRATION				276.12
APBWEST	Check	<u>57-425204/0430119</u>	DIESEL FUEL TAX/JAN-MAR 2019	60000.83100.55001	276.12
<u>1121</u>	COLANTUONO, HIGHSMITH & WHATLEY, PC				12,091.88
APBWEST	Check	<u>38689</u>	LEGAL SVCS RETAINER/March 2019	10000.21000.52201	8,400.00
				60002.21000.52201	2,100.00
		<u>38689A</u>	Legal Svc/March 2019	10000.21000.52201	0.38
		<u>38690</u>	Legal Svc/March 2019	60007.70100.52201	290.50
		<u>38691</u>	Legal Svc/March 2019	32006.83000.52200	564.00
		<u>38692</u>	Legal Svc/March 2019	10000.40000.52201	55.50
		<u>38693</u>	Legal Svc/March 2019	10000.21000.52201	634.50
		<u>38694</u>	Legal Svc/March 2019	10000.81201.52202	47.00
Report Total:					21,445.56



Packet: APPKT04540 - MAN-1 4/23/19
Vendor Set: 01 - Vendor Set 01

Check Date: 04/23/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN03272</u>	DEPT OF HEALTH CARE SERVICES				3,456.51
APBWEST	Check	<u>GEM0818E0VX</u>	GEMT QUALITY ASSURANCE FEE/Q2 2018	10000.64000.52001	3,456.51
				Report Total:	3,456.51



Packet: APPKT04544 - MAN 04/25/19
Vendor Set: 01 - Vendor Set 01

Check Date: 04/25/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN03147</u>	BANNER BANK				285,919.43
AP EFT WEST	Electronic Funds Transfer	<u>INV024480</u>	2017 Installment Pymt	71000.00000.27200	158,711.40
				71000.30000.58002	127,208.03
				Report Total:	285,919.43



Packet: APPKT04542 - UB 4/25/19
Vendor Set: 01 - Vendor Set 01

Check Date: 04/25/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>VEN02792</u>	FRONTIER CALIFORNIA INC				1,870.50
APBWEST	Check	<u>20918837570307075</u>	PHONE SVC	60003.30000.55005	1,815.41
				71000.81100.55005	55.09
					173.54
<u>1749</u>	PTS				173.54
APBWEST	Check	<u>2017206</u>	PAY PHONE/POLICE STATION	10000.50000.55005	173.54
					284.43
<u>1439</u>	TIME WARNER CABLE				284.43
APBWEST	Check	<u>8448300220179789-C</u>	LA COUNTY ISD WAN 04/27-05/26/19	10000.50000.55005	284.43
					4,429.01
<u>0642</u>	VERIZON WIRELESS - LA				2,039.41
APBWEST	Check	<u>9824985608</u>	CELL PHONE CHGS 01/26/19-02/25/19	60003.30000.55005	2,039.41
		<u>9826981947</u>	CELL PHONE CHGS 02/26/19-03/25/19	60003.30000.55005	2,389.60
					Report Total: 6,757.48



Packet: APPKT04556 - GEN 05/14/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/07/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>0821</u>	ACV SYSTEMS, LLC				541.13
APBWEST	Check	<u>2923</u>	Annual Control Valve Maintenance	71000.81100.52200	541.13
<u>0109</u>	AIRGAS USA				541.18
APBWEST	Check	<u>9087702906</u>	Medical Oxygen	71000.81100.53200	490.48
		<u>9961150789</u>	Welding Oxygen	71000.81100.53200	50.70
<u>VEN03251</u>	AMERICAN RIVER BENEFIT ADMINISTRATORS				757.62
APBWEST	Check	<u>8517-040119</u>	FF Insurance March -May 2019.	10000.61000.53409	757.62
<u>VEN02711</u>	AMERICAS PRINTER				1,060.40
APBWEST	Check	<u>1160083</u>	CALENDAR OF EVENTS - VALUE	39006.90000.53999	586.71
		<u>1160377</u>	SUMMER BOOKMARKS	39002.90000.53999	473.69
<u>0859</u>	AQUA METRIC				74,996.56
APBWEST	Check	<u>INV0073267</u>	Water meter purchase installation infrastructure	71000.81100.56011	5,501.88
		<u>INV0073312</u>	Water meter purchase installation infrastructure	71000.81100.56011	1,765.64
		<u>INV0073369</u>	Water meter purchase installation infrastructure	71000.81100.56011	9,594.95
		<u>INV0073371</u>	Water meter purchase installation infrastructure	71000.81100.56011	3,719.71
		<u>INV0073427</u>	Water meter purchase installation infrastructure	71000.81100.56011	54,414.38
<u>VEN02961</u>	ARAMARK UNIFORM & CAREER APPAREL GROUP INC				405.78
APBWEST	Check	<u>534167840</u>	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303	112.63
		<u>534167841</u>	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200	293.15
<u>1550</u>	ARCADIA SMOG TEST ONLY INC				280.00
APBWEST	Check	<u>28685</u>	VEHICLE SMOG TESTING	60000.83100.53208	40.00
		<u>28739</u>	VEHICLE SMOG TESTING	60000.83100.53208	40.00
		<u>28747</u>	VEHICLE SMOG TESTING	60000.83100.53208	40.00
		<u>28753</u>	VEHICLE SMOG TESTING	60000.83100.53208	40.00
		<u>28783</u>	VEHICLE SMOG TESTING	60000.83100.53208	40.00
		<u>28859</u>	VEHICLE SMOG TESTING	60000.83100.53208	40.00
		<u>28874</u>	VEHICLE SMOG TESTING	60000.83100.53208	40.00
<u>0122</u>	ARNOLD'S FRONTIER HARDWARE - PW				6.54
APBWEST	Check	<u>090122</u>	KEY NATIONAL	10000.70000.53999	6.54
<u>VEN02212</u>	BLACK & WHITE EMERGENCY VEHICLES				320.00
APBWEST	Check	<u>3020</u>	REMOVAL OF LIGHTBAR	10000.50000.52302	320.00
<u>1379</u>	CALIFA GROUP				12,347.68
APBWEST	Check	<u>1446</u>	CALIFA - CENIC BROADBAND APR - JUNE 2018	60003.30000.52200	4,117.30
		<u>1794</u>	CALIFA - CENIC BROADBAND JULY - SEPT 2018	60003.30000.52200	4,120.89
		<u>2018</u>	CALIFA - CENIC BROADBAND OCT - DEC 2018	60003.30000.52200	4,109.49
<u>1025</u>	CALIFORNIA J P I A				375.00
APBWEST	Check	<u>6227</u>	Human Resources Academy/4.9-4.11.19	60007.70100.53402	375.00
<u>VEN02030</u>	CLARE LIN				901.57
APBWEST	Check	<u>INV024537</u>	REIBURSEMENT NATIONAL PLANNING CONFERE	10000.40000.53402	901.57
<u>1121</u>	COLANTUONO, HIGHSMITH & WHATLEY, PC				14,606.48
APBWEST	Check	<u>31902</u>	ASSESSMENT & PROP 218 SVCS	32006.83000.52200	1,010.50
		<u>31903</u>	CODE ENFORCEMENT	10000.40000.52201	1,147.00
		<u>31904</u>	WATER @ UTILITIES	71000.81100.52201	141.00
		<u>31905</u>	adv. CETT CORPORATION	10000.81201.52202	141.00
		<u>31906</u>	GARDENA V. RWQCB	10000.81201.52202	1,433.50
		<u>39100</u>	FY 18-19 BPO - LEGAL SVCS RETAINER	10000.21000.52201	8,400.00
				60002.21000.52201	2,100.00
		<u>39100A</u>	FY 18-19 BPO - LEGAL SVCS RETAINER	10000.21000.52201	2.78
				60002.21000.52201	0.70
		<u>39101</u>	LABOR AND EMPLOYMENT SVCS	60007.70100.52201	230.00
<u>1167</u>	COMMUNITY MEDIA OF THE FOOTHILLS				2,331.01
APBWEST	Check	<u>385</u>	FY 18-19 SIERRA MADRE PRODUCTION SERVICE	60003.30000.52100	2,331.01
<u>0185</u>	D. F. POLYGRAPH				175.00
APBWEST	Check	<u>2019/2</u>	Polygraph Examinations	60007.70101.52100	175.00

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>1428</u>	DAN GINTER				356.50
APBWEST	Check	<u>INV024543</u>	RETIREE HEALTH INSURANCE	60007.70100.51302	356.50
<u>0841</u>	DAPEER, ROSENBLIT & LITVAK,LLP				84.00
APBWEST	Check	<u>15748</u>	Legal Svc/March 2019	10000.40000.52201	84.00
<u>VEN03269</u>	DEPUTY PRODUCTIONS LLC				2,076.00
APBWEST	Check	<u>INV024476</u>	Refund/Filming Deposit	10000.00000.23001	2,076.00
<u>0507</u>	DIRECT CONNECTION				974.25
APBWEST	Check	<u>74565</u>	ENVELOPES	60002.30000.53102	629.61
				71000.32000.53102	344.64
					810.00
<u>1657</u>	EMERGENCY SERVICES MARKETING				810.00
APBWEST	Check	<u>INV041519</u>	lamResponding-subscript renewal	10000.61000.53409	810.00
<u>VEN01177</u>	EYEMED				36.76
APBWEST	Check	<u>INV024481</u>	Vision/#9810110	60007.00000.21603	36.76
<u>1462</u>	FASCHING'S CAR WASH				193.45
APBWEST	Check	<u>FEB/MARCH2019 FAS</u>	FY 18-19 BLANKET PO	10000.50000.52302	193.45
<u>1455</u>	FIRST TRANSIT INC				12,342.67
APBWEST	Check	<u>11565511</u>	Dial a ride Services/March 2019	37004.70000.52203	12,342.67
<u>VEN02778</u>	FORMLA LANDSCAPING INC				833.33
APBWEST	Check	<u>31382</u>	FY 18-19 CITY HALL LANDSCAPE MAINTENANCE	10000.83300.52200	833.33
<u>VEN01613</u>	GANAHL LUMBER COMPANY				199.46
APBWEST	Check	<u>141154965</u>	LUMBER AND HARDWARE	38006.83600.53211	93.36
		<u>141162156</u>	LUMBER AND HARDWARE	38006.83600.53211	106.10
					409.94
<u>VEN03195</u>	GREATAMERICA FINANCIAL SERVICES				409.94
APBWEST	Check	<u>24605450</u>	LASERCARE HP MFP	60003.30000.53210	409.94
<u>VEN02895</u>	GUERRERO INVESTIGATIVE SERVICES				2,437.12
APBWEST	Check	<u>PI22471 032219-0403</u>	Background Investigation	60007.70101.52100	1,000.92
		<u>PI22471 040219-0411</u>	Background Investigation	60007.70101.52100	1,436.20
					2,168.10
<u>0814</u>	HDL, COREN & CONE				2,168.10
APBWEST	Check	<u>0026475-IN</u>	FY 18-19 PROF SVCS/PROP TAX CONSULTANTS	60002.30000.52100	2,168.10
<u>1359</u>	HIRERIGHT, LLC				194.38
APBWEST	Check	<u>H0163605</u>	BACKGROUND SCREENING SERVICES	60007.70101.52100	194.38
<u>0398</u>	HONG L. TAM				10,102.35
APBWEST	Check	<u>INV024485</u>	Plan Check Fee/Jan-Feb 2019	10000.40000.52100	10,102.35
<u>1410</u>	IDVILLE				97.48
APBWEST	Check	<u>2643851</u>	PRINTER SUPPLIES	60007.70100.53999	97.48
<u>VEN01500</u>	INLAND WATER WORKS SUPPLY CO.				3,459.11
APBWEST	Check	<u>S1022090.001</u>	Distribution supplies	71000.81100.53200	670.69
		<u>S1022172.003</u>	Distribution supplies	71000.81100.53200	372.30
		<u>S1022172.004</u>	Distribution supplies	71000.81100.53200	175.20
		<u>S1022172.005</u>	Distribution supplies	71000.81100.53200	557.36
		<u>S1022402.001</u>	Distribution supplies	71000.81100.53200	657.00
		<u>S1022662.001</u>	Distribution supplies	71000.81100.53200	1,026.56
					110,803.00
<u>0257</u>	INTER-PLAN WEST CONSTRUCTION				55,401.50
APBWEST	Check	<u>19-401</u>	CITY YARD REMODEL	34002.81000.56010	55,401.50
				34002.81200.56010	55,401.50
					1,090.00
<u>0913</u>	IRWINDALE INDUSTRIAL CLINIC				270.00
APBWEST	Check	<u>2130-873545</u>	Physical Exam	60007.70101.52100	270.00
				60007.70101.52106	820.00
					750.00
<u>1454</u>	JDS TANK TESTING & REPAIR INC				750.00
APBWEST	Check	<u>13069</u>	AQMD 461 Rule Test	60000.83100.55001	750.00
<u>1044</u>	JESSE TORIBIO				178.25
APBWEST	Check	<u>INV024544</u>	RETIREE HEALTH INSURANCE	60007.70100.51302	178.25
<u>VEN03271</u>	JESUS RODRIGUEZ				326.00
APBWEST	Check	<u>INV024486</u>	Refund/Code Enforcement Fee/#207999	10000.40000.43010	326.00
<u>VEN03274</u>	JOE MAR POLYGRAPH AND INVESTIGATION SERVICES INC				1,719.72
APBWEST	Check	<u>2019-04-024-2019</u>	BACKGROUND INVESTIGATION	60007.70101.52100	1,719.72
<u>1156</u>	JOHN FORD				249.55
APBWEST	Check	<u>INV024541</u>	RETIREE HEALTH INSURANCE	60007.70100.51302	249.55
<u>VEN02967</u>	KAESER & BLAIR INC				302.50
APBWEST	Check	<u>90313252</u>	MWTR Souvenirs	10000.79007.52999	302.50
<u>1348</u>	LANDS' END BUSINESS OUTFITTERS				291.95

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total	
Bank Code	Payment Type				Distribution Amount	
	APBWEST	Check	<u>SIN7323922</u>	EMPLOYEE UNIFORMS	60007.70100.53303	291.95
<u>0515</u>			LANDSCAPE WAREHOUSE			100.24
	APBWEST	Check	<u>2588580</u>	FY 18-19 IRRIGATION SUPPLIES	10000.83300.53001	93.60
			<u>2589097</u>	FY 18-19 IRRIGATION SUPPLIES	10000.83300.53001	6.64
<u>0277</u>			LIEBERT CASSIDY WHITMORE			8,207.00
	APBWEST	Check	<u>021319</u>	Workshop/Human Resources Academy	60007.70100.52205	172.00
			<u>121218</u>	Workshop/Maximizing Supervisory Skill	60007.70100.52205	215.00
			<u>1476746</u>	FY 18-19 Legal Services Billing	60007.70100.52201	956.00
			<u>1476970</u>	FY 18-19 Legal Services Billing	60007.70100.52201	6,864.00
<u>0640</u>			LIFE-ASSIST INC.			103.80
	APBWEST	Check	<u>915331</u>	Paramedic Medical Supplies	10000.64000.53300	103.80
<u>VEN01660</u>			LISA VOLPE			285.20
	APBWEST	Check	<u>INV024542</u>	RETIREE HEALTH INSURANCE	60007.70100.51302	285.20
<u>PUPEN</u>			LIUNA UNION PENSION			246.57
	APBWEST	Check	<u>INV024477/040919</u>	Pension Fund Contribution/Sep-Nov 2018	10000.32000.51209	7.40
					10000.40000.51209	32.05
					10000.75000.51209	4.93
					10000.81201.51209	17.26
					10000.90000.51209	24.66
					35005.50000.51209	2.47
					38005.83500.51209	17.26
					60000.83100.51209	9.86
					60001.83200.51209	9.86
					60002.30000.51209	29.59
					60007.70100.51209	9.86
					71000.32000.51209	7.40
					71000.40000.51209	2.47
					71000.81100.51209	41.92
					72000.32000.51209	4.93
					72000.81200.51209	24.65
<u>1446</u>			LOS ANGELES COUNTY REGISTRAR-RECORDER			225.00
	APBWEST	Check	<u>INV024482</u>	County Posting Fee/Categorical Exemption	10000.40000.53999	75.00
			<u>INV024483</u>	County Posting Fee/Categorical Exemption	10000.40000.53999	75.00
			<u>INV024484</u>	County Posting Fee/Categorical Exemption	10000.40000.53999	75.00
<u>1065</u>			MAIL BOX & POSTAL			32.15
	APBWEST	Check	<u>16111</u>	POSTAL SERVICE	10000.50000.53101	32.15
<u>VEN01031</u>			MAILFINANCE			1,616.47
	APBWEST	Check	<u>N7321617</u>	FY 18-19 POSTAGE MACHINE LEASE PAYMENT	60003.30000.53210	1,616.47
<u>VEN03258</u>			MAJOR TOM INC			1,800.00
	APBWEST	Check	<u>1027</u>	Tennis Court Wiring Repairment	10000.83300.53202	1,800.00
<u>1690</u>			MERCHANTS LANDSCAPE SVC INC			12,000.00
	APBWEST	Check	<u>53759</u>	Exterior Landscape Maintenance/March 2019	10000.81201.52200	212.40
					10000.83300.52200	6,810.00
					32002.83000.52200	560.40
					32003.83000.52200	172.80
					32005.83000.52200	524.40
					32006.83000.52200	105.60
					32007.83000.52200	655.20
					32008.83000.52200	992.40
					38005.83500.52200	595.20
					60001.83200.52200	1,371.60
<u>VEN03229</u>			MICHAEL BAKER INTERNATIONAL INC			13,750.00
	APBWEST	Check	<u>1044786</u>	Planning consultant/March 2019	10000.40000.52200	13,750.00
<u>1453</u>			MONROVIA BODY SHOP			2,692.51
	APBWEST	Check	<u>5109</u>	Vehicle repair and maintenance	60000.83100.53208	2,692.51
<u>VEN02260</u>			MV CHENG & ASSOCIATES INC			2,925.00
	APBWEST	Check	<u>04/30/2019</u>	INTERIM ACCOUNT TECHNICIAN	60002.30000.52100	2,925.00
<u>1642</u>			NBS			15,000.00
	APBWEST	Check	<u>4190000011</u>	Downtown Business Assesment District Consult:	32006.83000.52200	7,500.00
					32007.83000.52200	7,500.00
<u>VEN01080</u>			PACIFIC COAST TOOL & SUPPLY			183.21

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
APBWEST	Check	<u>0192319-00</u>	Small Tools	71000.81100.53205	183.21
<u>VEN01608</u>	PHOENIX GROUP INFORMATION SYSTEMS				1,674.48
APBWEST	Check	<u>032019200</u>	FY 18-19 BPO- PARKING CITATION SVCS	10000.50000.52200	1,674.48
<u>0336</u>	POST ALARM SYSTEMS				183.73
APBWEST	Check	<u>1155560</u>	FY 18-19 ALARM MONITORING	60001.83200.52200	48.92
		<u>1158398</u>	FY 18-19 ALARM MONITORING	60001.83200.52200	43.26
		<u>1161349</u>	FY 18-19 ALARM MONITORING	60001.83200.52200	52.40
		<u>1161499</u>	FY 18-19 ALARM MONITORING	60001.83200.52200	39.15
<u>1483</u>	PRO PRINTING INC				28.47
APBWEST	Check	<u>50520</u>	BUSINESS CARDS	10000.50000.53102	28.47
<u>1032</u>	PUENTE READY MIX, INC.				531.08
APBWEST	Check	<u>91898</u>	Reday Mix	38006.83600.53211	531.08
<u>0267</u>	REGIONAL TAP SERVICE CENTER				150.00
APBWEST	Check	<u>6009166</u>	REG SV MARCH 2019	37004.70000.52001	150.00
<u>1113</u>	RUBEN ENRIQUEZ				356.50
APBWEST	Check	<u>INV024545</u>	RETIREE HEALTH INSURANCE	60007.70100.51302	356.50
<u>VEN03270</u>	RUBIO CANON LAND AND WATER ASSOC.				2,000.00
APBWEST	Check	<u>WLA 2017</u>	CERTIFIED WATER LOSS AUDIT VALIDATION	72000.81201.52001	2,000.00
<u>2012</u>	SAPPHOS ENVIRONMENTAL				1,197.06
APBWEST	Check	<u>1485004-01</u>	HISTORIC ASSESSMENT CONSULTANT	10000.40000.52213	1,197.06
<u>1443</u>	SHRED-IT USA LLC				418.40
APBWEST	Check	<u>8127015053</u>	FY 18-19 BLANKET PO	10000.50000.52200	418.40
<u>0381</u>	SOUTHEAST CONSTRUCTION PRODUCT				82.68
APBWEST	Check	<u>1904-205456</u>	FY 18/19 CONSTRUCTION MATERIAL	10000.83500.53206	18.07
		<u>1904-207398</u>	FY 18/19 CONSTRUCTION MATERIAL	10000.83500.53206	11.72
		<u>1904-209668</u>	FY 18/19 CONSTRUCTION MATERIAL	10000.83500.53206	22.39
		<u>1904-211475</u>	FY 18/19 CONSTRUCTION MATERIAL	10000.83500.53206	30.50
<u>1016</u>	STATE CONTROLLER'S OFFICE				2,500.00
APBWEST	Check	<u>FAUD-00001821</u>	Annual Street Report FY1718	38005.83500.52001	2,500.00
<u>2016</u>	STEVE POCK				356.50
APBWEST	Check	<u>INV024540</u>	RETIREE HEALTH INSURANCE	60007.70100.51302	356.50
<u>VEN02444</u>	SUPERIOR COURT OF CA, CO OF L. A.				3,058.00
APBWEST	Check	<u>740A-FEB2019</u>	FY 18-19 BPO- REVENUE DISTRIBUTION	10000.50000.52200	1,774.50
		<u>740A-MAR2019</u>	FY 18-19 BPO- REVENUE DISTRIBUTION	10000.50000.52200	1,283.50
<u>VEN02863</u>	THE COUNSELING TEAM INTERNATIONAL				300.00
APBWEST	Check	<u>71927</u>	Psychological Assessments	60007.70100.52100	300.00
<u>0216</u>	THE GAS COMPANY				467.37
APBWEST	Check	<u>11826147883-4.4.19</u>	Natural Gas Vehicle Fuel	60000.83100.55001	467.37
<u>VEN01194</u>	THORSON MOTOR CENTER				40,152.74
APBWEST	Check	<u>GU137249-1</u>	VEHICLE PURCHASE	38003.80000.56006	20,319.66
		<u>GU137249-2</u>	vehicle purchase - 2017 Volt	38003.80000.56006	19,833.08
<u>1799</u>	TYLER TECHNOLOGIES INC				5,950.14
APBWEST	Check	<u>025-256514</u>	FY 18-19 BPO Annual Maint Fees/FA/PA/CALL Ct	60002.30000.52200	5,725.14
		<u>025-257033</u>	FY 18-19 BPO MONTHLY FEES	71000.32000.52200	180.00
				72000.32000.52200	45.00
<u>VEN02666</u>	V & V MANUFACTURING INC				242.22
APBWEST	Check	<u>48080</u>	SIERRA POLICE BADGES	10000.50000.53303	242.22
<u>0158</u>	VULCAN MATERIALS COMPANY				543.32
APBWEST	Check	<u>72160271</u>	COLD MIX	71000.81100.53206	543.32
<u>0335</u>	WATERLINE TECHNOLOGIES				2,928.13
APBWEST	Check	<u>5449299</u>	Chlorine Gas Water Treatment	71000.81100.53209	2,928.13
<u>0425</u>	WILLDAN ASSOCIATES				24,517.00
APBWEST	Check	<u>002-20852R</u>	Plan Check and Inspection services/March 2019	10000.40000.52100	24,517.00
<u>1053</u>	WITTMAN ENTERPRISES, LLC				1,738.21
APBWEST	Check	<u>1903056</u>	Ambulance Billing Service	10000.64000.52200	1,738.21
<u>0429</u>	XEROX CORPORATION				1,662.22
APBWEST	Check	<u>096659799</u>	BPO- COPIER LEASE	60003.30000.53210	774.07
		<u>096659800</u>	BPO- COPIER LEASE	60003.30000.53210	421.13
		<u>096659801</u>	BPO- COPIER LEASE	60003.30000.53210	467.02
<u>VEN02951</u>	YOHTEK CORP				550.00
APBWEST	Check	<u>YTK-2075</u>	FY 18-19 BPO-AUVIK NETWORK	60003.30000.52200	550.00



Packet: APPKT04555 - LIB 05/14/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/07/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total Distribution Amount
<u>0132</u>	BAKER & TAYLOR, INC.				3,528.48
APBWEST	Check	<u>4012505284</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	44.20
		<u>4012505285</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	4.50
		<u>4012510893</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	551.82
		<u>4012510894</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	22.50
		<u>4012518097</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	767.47
		<u>4012518098</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	28.71
		<u>4012519450</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	207.22
		<u>4012519451</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	6.61
		<u>4012526319</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	399.83
		<u>4012526320</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	17.01
		<u>4012527453</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	64.06
		<u>4012527454</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	2.79
		<u>4012528323</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	246.73
		<u>4012528324</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	49.51
		<u>4012529725</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	402.58
		<u>4012529726</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	19.02
		<u>4012531908</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	355.62
		<u>4012531909</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	12.61
		<u>T02260940</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	25.44
		<u>T02664090</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	22.96
		<u>T02664091</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	8.20
		<u>T03016030</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	43.46
		<u>T03016040</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	192.81
		<u>T03212960</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	8.20
		<u>T03212961</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	24.62
<u>0145</u>	BRODART				1,410.03
APBWEST	Check	<u>523744</u>	Library Supplies	10000.90000.53100	1,410.03
<u>1123</u>	COMPRISE TECHNOLOGIES, INC.				1,772.00
APBWEST	Check	<u>1904-958</u>	ANNUAL SOFTWARE LICENSE / TECHNICAL SUPP	10000.90000.52200	1,772.00
<u>0598</u>	DEMCO, INC.				327.88
APBWEST	Check	<u>6573562</u>	Library Supplies	10000.90000.53100	109.66
		<u>6578093</u>	Library Supplies	10000.90000.53100	218.22
<u>1625</u>	FINDAWAY WORLD LLC.				960.20
APBWEST	Check	<u>282220</u>	BOOKS	39006.90000.53406	843.10
		<u>282369</u>	BOOKS	39006.90000.53406	117.10
<u>0786</u>	OFFICE DEPOT, INC				1,040.06
APBWEST	Check	<u>291773075001</u>	OFFICE SUPPLIES	10000.90000.53100	58.17
		<u>298550874001</u>	OFFICE SUPPLIES	10000.90000.53100	38.08
		<u>300572334001</u>	OFFICE SUPPLIES	10000.90000.53100	943.81
Report Total:					9,038.65



City of Sierra Madre Agenda Report

*John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member*

*Sue Spears, City Clerk
Michael Amerio City Treasurer*

TO: Honorable Mayor and Members of the City Council

FROM: Chris Cimino, Director of Public Works

REVIEWED BY: Gabriel Engeland, City Manager

DATE: May 14, 2019

SUBJECT: **RECOMMENDATION TO APPROVE PLANS AND SPECIFICATIONS FOR WATER MAIN REPLACEMENTS AT VARIOUS LOCATIONS AND DIRECT STAFF TO SEEK CONSTRUCTION BIDS AND APPROVE THE RFP FOR DESIGN ENGINEERING NEW WATER MAIN PROJECTS**

STAFF RECOMMENDATION

Staff recommends that the City Council approve plans and specifications for the replacement of water mains at various locations attached herein and direct staff to advertise the project for bids.

Staff also recommends the City Council approve the RFP for the design of the next two phases of water main replacements and direct staff to advertise for proposals.

ALTERNATIVES

1. The City Council may approve the plans and specifications for the replacement of water mains at various locations only and not approve the RFP for the design of the next two phases of water main replacements.
2. The City Council may approve the plans and specifications for the replacement of water mains at various locations, and
 - Defer advertisement of the project for bids until such a time as the new Budget is approved in July.
 - Defer the design of the next water main projects until Phase 2 is complete.

SUMMARY

Staff is requesting to solicit bids for the following water mains to be replaced.

1. West Algeria Avenue from North Michillinda Avenue to North Sunnyside Avenue,
2. West Algeria Avenue from North Sunnyside Avenue to End of street,
3. Fairview Avenue from North Michillinda Avenue to North Sunnyside Avenue,
4. Fairview Terrace cul-de sac,
5. North Sunnyside Avenue form West Grandview Avenue to End,
6. West Bonita Avenue from South Baldwin Avenue to South Hermosa Avenue,

7. Webster Way cul-de sac,
8. West Montecito Avenue from North Baldwin Avenue to Auburn Avenue,
9. Windsor Lane for Montecito Court to West Montecito Avenue.

ANALYSIS

On September 12, 2017 the City Council approved an aggressive water main replacement program. Onward Engineering designed eighteen total segments (blocks) of water mains for replacement. Designing 18 sections allowed for staff to have available plans and specifications for water main replacements for shovel ready projects in future Fiscal Years. This is the second year of the City's design phase. Onward Engineering completed the plans and specifications for each section, including last year's successful phase one of the replacement program.

The entire project Onward Engineering designed for the City has an engineer estimate of over three million dollars (\$3,000,000). The streets selected for last year's replacement totaled \$1.4 million. The estimate for accomplishing Phase 2, and based on last year's bids, is \$1 million. Last year going to bid in the beginning of the fiscal year helped staff secure lower pricing. Staff anticipates receiving lower than normal bids based on the timing of the project. The plans and specifications for Phase 2 includes the less expensive C-900 Poly Vinyl Chloride Pipe in the bid schedule. Staff decided with the success of last year's installation and favorable bids the installation of C-900 fits the water distribution system appropriately. The PVC Pipe is installed throughout the country and is also rated as a 100 year pipe by AWWA.

If staff is directed to seek bids at this time, the bid date will be set for July 2, 2019 and the earliest the project would come back to the City Council for award of construction contract would be July 23, 2019, which would allow for a construction start date in late August.

The bid documents consist of 148 pages of specifications and 10 sheets of 24"x 36" plans. The documents are available for review at the public works counter in city hall. Upon approval by City Council, the bid documents will be made available on the City's website.

The RFP for water main design will identify the next 20 most problematic water mains in need of replacement. Staff is continuing to use the list our consultants designed and comparing it to today's issues with leaking water mains staff has come up with the next 20 water mains needing replacement. The Engineer Consultant will design the next set of plans and specifications for two phases for construction starting in 2020-21 and 2021-22 fiscal years. Having the plans and specifications ready will enable staff to bid construction early and get projects done during the summer months.

FINANCIAL REVIEW/SOURCE OF FUNDING

During the 2019-20 Budget discussions, Staff recommended continuing the aggressive water main replacement program and \$1.2 Million was identified in the CIP Budget.

Completion of this phase will eliminate nine of the remaining twenty highest priority "leaker" segments.

ENVIRONMENTAL (CEQA)

This project, consisting of the replacement of existing water mains with similarly sized pipelines, is categorically exempt from review under CEQA pursuant to Guidelines section 15302, subdivision (c), which exempts “replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including... (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.”

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City’s website at www.cityofsierramadre.com.

Attachment:

Attachments

NA



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Vincent Gonzalez, Planning & Community Preservation Director 

REVIEWED BY: Gabriel Engeland, City Manager 

DATE: May 14, 2019

SUBJECT: SECOND READING OF ORDINANCE 1412 PROVIDING GENERAL CLEAN-UP OF VARIOUS CODE SECTIONS OF THE SMMC INCLUDING TITLE 10-VEHICLES AND TRAFFIC REVISING THE DEFINITION OF RECREATIONAL VEHICLE, AND TITLE 17-ZONING TO ACHIEVE CONSISTENCY IN NOTIFICATION PROCEDURES, UTILIZING DEPARTMENT OF PARKS AND RECREATION FORMS TO DETERMINE HISTORIC ELIGIBILITY, ADDING CERTIFICATION REQUIREMENTS FOR ARCHITECTURAL HISTORIANS, AND ESTABLISHING DRIVEWAY WIDTH STANDARDS IN THE R-1 AND R-2 ZONING DISTRICTS.

RECOMMENDATION

Staff recommends the City Council approve Ordinance 1412 and read by title only, to amend Title 10 and Title 17 of the Sierra Madre Municipal Code providing general cleanup of various code sections contained therein.

ALTERNATIVES

1. Adopt Ordinance 1412, providing general clean-up of various sections in the Sierra Madre Municipal Code.
2. Adopt Ordinance 1412 with modifications.
3. Retain the language in the Sierra Madre Municipal Code as presently codified.
4. Provide direction to staff.

SUMMARY

At the meeting on April 23, 2019, City Council (Council) introduced for first reading recommending adoption of Ordinance 1412, a general effort to amend sections of the Sierra Madre Municipal Code with the intent to achieve consistency and clarity in various chapters included within Title 10 “Vehicles and Traffic” and Title 17 “Zoning.”

The Municipal Code Text Amendments accomplish the following: To revise the definition of recreational vehicle; to achieve consistency in notification procedures for ministerial and discretionary applications; to utilize the Department of Parks and Recreation (DPR Series 523) Forms to determine historic eligibility for structures 75 years of age and older and requiring architectural historians preparing such reports to be certified by the Secretary of the Interior’s Standards, and establishing driveway width standards in the R-1 (One-Family Residential) and R-2 (Two-family residential) zoning districts.

Staff recommends that the City Council conduct a second reading of Ordinance 1412, adopting Municipal Code Text Amendment 19-02 to update the City’s standards and rules for noticing, reviewing, and processing various ministerial and discretionary applications. The proposed amendments are intended to ensure consistency throughout all aspects of the Sierra Madre Municipal Code. A draft of Ordinance 1412 is attached herein as Exhibit A for City Council consideration.

ANALYSIS

SECTION 1 – Section 10.04.165 (“Recreational vehicle”)

The definition of “Recreational Vehicle” in Title 10 “Vehicles and Traffic” is amended to read as follows:

“Recreational vehicle” means a wheeled vehicle, ~~required by the State to have a vehicular registration,~~ built on a chassis that can be towed, hauled or driven and primarily designed ~~as a temporary dwelling~~ for hauling, recreation, vacation and travel use, including, but not limited to, utility trailers, travel trailers, truck campers, tent trailers, pick-up campers, camping trailers and self-propelled motor home with or without State vehicular registration.

Section 2 – 17.20.121 (“Landscaping and paving in front yard”)

The amendment includes a new reference to “standard driveway width” serving a residential zone which shall be in accordance with Exhibit D in Chapter 17.68 “Parking.” The amendment also eliminates the requirements describing “minimum standards for circular driveways” and reinstates such requirement in Section 10 below – Section 17.68.070 (“Standards for Development”).

Section 3 – 17.22.140 (“Permit process”) for Second Units

The amendment omits the twenty day mailed notification requirement within a 300-foot radius for the conversion or new construction of second units and includes a new requirement for a posted sign notice to be placed on the property for a period of fourteen calendar days.

Section 4 – 17.60.025 (“Minor variances”)

For projects requiring a minor variance, the amendment omits the provision to obtain signatures from property owners abutting the project site and across the street and omits the ten-day mailed notification requirement within a 150-foot radius. The new procedure will require a posted sign notice to be placed on the property and a mailed notice within a 300-foot radius 14-days prior to a decision to provide notification that an application is being filed for a minor variance.

Section 5 – 17.60.056.D – Procedure

Is amended to require an architectural historian certified by the Secretary of the Interior’s Standards to prepare a written historic assessment or survey for properties 75 years of age or older seeking building and planning entitlements.

Section 6 – 17.60.100.H.1.a and b (“Burden of proof on applicant”)

Is amended to require a historic resource evaluation in the form of State of California Department of Parks and Recreation (DPR) Series 523 Forms for buildings not eligible for designation.

If a building is deemed eligible for local listing the project proceeds with a full historical resource evaluation report with identified mitigation measures. The amendment is provided below:

- H. Burden of Proof on Applicant. Before any demolition permit is granted, the application shall show, to the reasonable satisfaction of the body considering such matter, the existence of the following facts:
 - 1. That the structure proposed for demolition:
 - a. Has no local, state or national historic significance as determined by the historic resources survey evaluation in the form of State of California Department of Parks and Recreation (DPR) Series 523 Forms pursuant to subsection D above; or
 - b. Is deemed to be eligible for local listing or designation under the California Historic Resource Codes 1 to 5, or a contributor to an existing or potential district, and all environmental review has been conducted, and/or a historical resources evaluation report with

analysis of proposed alternations to determine if a proposed project would result in a substantial adverse change to a historical resource as defined in Section 15064.5(b) of the State California Environmental Quality Act (CEQA) Guidelines, identified mitigation measures, has been prepared that will allowing the project to proceed, with a certificate of appropriateness applicable permit requirements including, but not limited to: construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document or the historical resources evaluation report; or

SECTION 7 – Section 17.68.070 (“Standards for development”)

The amendment to the standards for all parking facilities provides a reference to “Exhibit D – Minimum Backup Distance for Garages at Rear of lot.”

SECTION 8 – Section 17.68.070 (“Standards for Development”)

The amendment adds new Subsection V (“Driveway width”) and Subsection W (“Minimum standards for circular driveways”). Driveway width establishes a minimum driveway width as described in Exhibit D of Section 17.68 “Parking.” Minimum standards for circular driveways is relocated from Section 3. The amendment is provided below:

V. Driveway Width. The standard width of a driveway serving a residential use in the R-1 and R-2 zones shall be as follows:

1. The minimum width for a standard driveway shall be not less than ten feet uniform width for garages located at the rear of a lot and shall be totally unobstructed in accordance with Section 17.68 “Parking.”
2. The maximum width for a standard driveway for a one-car garage located at or near the front setback shall be not less than ten feet uniform width.
3. A standard driveway and driveway approach for a two-car garage located at or near the front setback shall be reviewed by the development services and public works departments to determine the width of the driveway and driveway approach relative to traffic impacts, parkway trees, utilities and other barriers.

W. Minimum Standards for Circular Driveways.

1. Circular driveways are allowed after the required parking and minimum front yard setback of twenty-five feet have been provided.
2. Minimum lot width shall be eighty feet.
3. Driveway width shall not exceed twelve feet.

4. The front yard may be paved in the minimum amount necessary to construct a circular Driveway.
5. The development services and public works departments shall review and approve the proposed driveway approaches, the distance between the curb cuts, and the potential traffic impacts that could result from the installation of the circular driveway.

FINANCIAL REVIEW

There is no fiscal impact from preparing the proposed general ordinance cleanup, as the staff costs are provided for in the adopted budget.

CEQA FINDINGS

The proposed actions are in compliance with the provisions of the California Environmental Quality Act (CEQA) because this project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines and because the proposed action is not a project under Section 15378(b)(5) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance with the CEQA guidelines.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments:

Exhibit A – Ordinance 1412

ORDINANCE NO. 1412

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA AMENDING TITLE 10 ("VEHICLES AND TRAFFIC") OF THE SIERRA MADRE MUNICIPAL CODE BY AMENDING CHAPTER 10.04 ("DEFINITIONS") SECTION 10.04.165 ("RECREATIONAL VEHICLE") BY ADDING UTILITY TRAILERS TO THE DEFINITION; AMENDING TITLE 17 ("ZONING") OF THE SEIRRA MADRE MUNICIPAL CODE AMENDING CHAPTER 17.20 ("R-1 ONE-FAMILY RESIDENTIAL ZONE") SUBSECTION B OF SECTION 17.20.121 ("LANDSCAPING AND PAVING IN FRONT YARD") BY DELETING ("MINIMUM STANDARDS FOR CIRCULAR DRIVEWAYS") AND ADDING ("STANDARD DRIVEWAY WIDTH"); AMENDING CHAPTER 17.22 ("SECOND UNITS") AMENDING SECTION 17.22.140 ("PERMIT PROCESS") BY OMITTING 300-FOOT NOTIFICATION REQUIREMENT AND ADDING POSTED SIGN NOTICE; AMENDING CHAPTER 17.60 ("VARIANCES AND DISCRETIONARY PERMITS"), SECTION 17.60.025 ("MINOR VARIANCES") BY REQUIRING A POSTED SIGN NOTICE AND 14 DAY NOTIFICATION PERIOD; AMENDING CHAPTER 17.60 ("VARIANCES AND DISCRETIONARY PERMITS") SUBSECTION D ("PROCEDURE") OF SECTION 17.60.56 ("DISCRETIONARY DEMOLITION PERMIT") ADDING CERTIFICATION REQUIREMENTS FOR ARCHITECTURAL HISTORIANS; AMENDING CHAPTER 17.68 ("PARKING") SUBSECTION 17.68.070.A ("STANDARDS FOR DEVELOPMENT") TO REFERENCE EXHIBIT "D" BACKUP DISTANCES FOR DRIVEWAY AT REAR OF LOT; AMENDING CHAPTER 17.60.100 ("VARIANCES AND DISCRETIONARY PERMITS") SUBSECTION H ("BURDEN OF PROOF ON APPLICANT") REQUIRING CALIFORNIA DEPARTMENT OF PARKS AND RECREATION EVALUATION FORMS TO DETERMINE PROJECT ELIGIBILITY AND ALLOWING PROJECT TO PROCEED WITH APPLICABLE PERMIT REQUIREMENTS, AND AMENDING CHAPTER 17.68 ("PARKING") SUBSECTION A OF 17.68.070 ("STANDARDS FOR DEVELOPMENT"), ADDING ("NEW SUBSECTION V ("DRIVEWAY WIDTH") AND SUBSECTION W ("MINIMUM STANDARDS FOR CIRCULAR DRIVEWAYS")

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 10.04.165 ("Recreational vehicle") of Chapter 10.04 ("Definitions"), of Title 10 ("Vehicles and Traffic") is hereby amended to read as follows:

10.04.165 – Recreational vehicle.

"Recreational vehicle" means a wheeled vehicle, ~~required by the State to have a vehicular registration,~~ built on a chassis that can be towed, hauled or driven and primarily designed ~~as a temporary dwelling~~ for hauling, recreation, vacation and travel use, including, but not limited to, utility trailers, travel trailers, truck campers, tent trailers, pick-up campers, camping trailers and self-propelled motor home with or without State vehicular registration.

SECTION 2. Section 17.20.121 ("Landscaping and paving in front yard") of Chapter 17.20 ("R-1 One-Family Residential Zone") of Title 17 ("Zoning") is hereby amended to read as follows:

17.20.121 - Landscaping and paving in front yard.

A. Landscaping. A minimum of fifty percent of the front yard area shall be landscaped. Landscaping shall include plant materials such as trees, shrubs, vines, ground covers, flowers, and lawn, and shall exclude areas such as driveways, walkways, landings, porches, patios and similar areas.

B. Standard Driveway Width. The standard width of a driveway serving a residential use shall be in accordance with Section 17.68 "Parking."

~~B. Minimum Standards for Circular Driveways.~~

- ~~1. Circular driveways are allowed after the required parking and minimum front yard setback of twenty five feet have been provided.~~
- ~~2. Minimum lot width shall be eighty feet.~~
- ~~3. Driveway width shall not exceed twelve feet.~~
- ~~4. The front yard may be paved in the minimum amount necessary to construct a circular Driveway.~~
- ~~5. The development services and public works departments shall review and approve the propose driveway approaches, the distance between the curb cuts, and the potential traffic impacts that could result from the installation of the circular driveway.~~

SECTION 3. Section 17.22.140 ("Permit process") of Chapter 17.22 ("Second Units") of Title 17 ("Zoning"), is amended herein to read as follows:

17.22.140 - Permit process.

All proposed second dwelling units are subject to review for compliance with the terms of this chapter by the director of Planning and Community Preservation. A second unit application must be submitted to the city along with the appropriate fee as established by the city council by resolution in accordance with applicable law, ~~and a list, in a form required by the city for property owner notifications, of property owners within a three hundred foot radius of the property on which the second unit is proposed. Property owners within a three hundred foot radius of the property for which a new second dwelling application is made shall be notified in writing of the second dwelling unit application at least twenty days prior to the date of the director's action on the second unit permit application. Posted signage shall be placed on the property describing the~~

proposed project in accordance with Section 17.60.100B; however, references therein to the planning commission's decision shall be interpreted as the director's decision on a second unit permit. The director shall complete the review of the application for a second unit permit within thirty days of receipt of a complete submission. Review of, and the denial of or granting of, an application for a second unit permit by the city is a ministerial action. The director shall not approve an application for a second unit permit or issue a second unit permit unless the proposed second unit complies with the requirements of this chapter. The decision of the director shall be final and conclusive. An applicant who obtains a second unit permit shall be required to obtain a building permit for the second unit. This chapter is not intended to amend the California Environmental Quality Act requirement relating to historic resources.

SECTION 4. Section 17.60.025 (“Minor variances”) of Chapter 17.60 (“Variances and Discretionary Permits”) of Title 17 (“Zoning”) is amended herein to read as follows:

17.60.025 - Minor variances.

The director ~~of development services~~ may grant a minor variance from regulations, as specified in Chapter 17.20 or Chapter 17.30 of this code, as applicable.

- A. Application. Applications for a minor variance shall be initiated by submitting the following materials to the development services department:
1. A completed application form signed by the property owner or authorized agent, accompanied by the required fees and plans;
 - ~~2. Signatures from all owners of property abutting the project site and directly across the street from the project site or written evidence indicating approval of the request, and the posting of a sign on the property for ten days; or~~
 - ~~3. A list, drawn from the last equalized property tax assessment roll showing the names and addresses of the owner or record of each lot abutting the property and each property on the block within one hundred fifty feet of the property, and the posting of a sign on the property for ten days~~
- B. Notice.
- ~~1. If the applicant is unable to obtain the written approval of the property owners abutting and directly across the street from the property, notice shall be given to immediately adjacent property owners and property owners on the block within one hundred fifty feet of the subject property to notify them that an application is being filed for a minor variance.~~
A list, drawn from the last equalized property tax assessment roll showing the names and addresses of the owner or record of each lot within three hundred feet of the property, and the posting of a sign on the property for 14 days to notify them that an application is being filed for a minor variance.

2. Comments shall be accepted by the director for a ~~ten~~fourteen-day period following the application submittal.
3. The director may use any comments received to assist in making findings and conditions relating to the application.

SECTION 5. Subsection 17.60.56.D ("Procedure") of Section 17.60.056 ("Discretionary demolition permit") of Chapter 17.60 ("Variances and Discretionary Permits") of Title 17 ("Zoning") is hereby amended to read as follows:

17.60.056.D – Procedure.

D. Procedure: Any application for a discretionary demolition permit shall be accompanied by (i) a written historic assessment or survey prepared by a qualified architectural historian certified by the Secretary of the Interior's Standards ~~selected~~ from the list of qualified consultants on file with the planning and community preservation department which concludes that the property proposed to be demolished is not classified under the California Historic Resource Codes 1 to 5 - eligible for local listing or designation, or a contributor to an existing or potential district and (ii) an application for replacement development project consistent with the standards and requirements of the applicable zoning district, and (iii) an affidavit of posting of a sign at least three feet by four feet in size, located in a conspicuous place on the property abutting a public street or alley, identifying the property as the subject of an application for a demolition permit. Both the discretionary demolition permit and the application for the replacement development project shall be reviewed concurrently and no discretionary demolition permit shall be approved unless and until the replacement development project is approved. The reviewing body for a demolition permit shall be the same body or individual that would review and approve the accompanying replacement development project.

SECTION 6. Subsection 17.60.100.H.1.a and b ("Burden of proof on applicant") of Section 17.60.056 ("Discretionary demolition permit") of Chapter 17.60 ("Variances and Discretionary Permits") of Title 17 ("Zoning") is hereby amended to read as follows:

H. Burden of Proof on Applicant. Before any demolition permit is granted, the application shall show, to the reasonable satisfaction of the body considering such matter, the existence of the following facts:

1. That the structure proposed for demolition:
 - a. Has no local, state or national historic significance as determined by the historic resources survey evaluation in the form of State of California Department of Parks and Recreation (DPR) Series 523 Forms pursuant to subsection D above; or

- b. Is deemed to be eligible for local listing or designation under the California Historic Resource Codes 1 to 5, or a contributor to an existing or potential district, and all environmental review has been conducted, and/or a historical resources evaluation report with analysis of proposed alternations to determine if a proposed project would result in a substantial adverse change to a historical resource as defined in Section 15064.5(b) of the State California Environmental Quality Act (CEQA) Guidelines, identified mitigation measures, has been prepared that will allowing the project to proceed, with a certificate of appropriateness applicable permit requirements including, but not limited to: construction of a replacement structure in substantially similar architectural style and façade, maintenance of a plaque, photographs and/or publication describing the original structure and its local, state or national historic value, or other mitigation measures described in the environmental review document or the historical resources evaluation report; or

SECTION 7. Section 17.68.070 (“Standards for development”) of Chapter 17.68 (“Parking”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.68.070 “Standards for development”

- A. Design and development of all parking facilities shall conform to the parking lot development design standards of Exhibits A, B, ~~and C~~, and D, which are on file in the office of the city engineer. These requirements are of necessity expressed as minimum standards.

SECTION 8. Section 17.68.070 (“Standards for Development”) of Chapter 17.68 (“Parking”) of Title 17 (“Zoning”) adding Subsection V. (“Driveway width”) and Subsection W. (“Minimum standards for circular driveways”) to read as follows:

17.68.070 “Standards for Development”

V. Driveway Width. The standard width of a driveway serving a residential use in the R-1 and R-2 zones shall be as follows:

1. The minimum width for a standard driveway shall be not less than ten feet uniform width for garages located at the rear of a lot and shall be totally unobstructed in accordance with Section 17.68 “Parking.”
2. The maximum width for a standard driveway for a one-car garage located at or near the front setback shall be not less than ten feet uniform width.
3. A standard driveway and driveway approach for a two-car garage located at or near the front setback shall be reviewed by the development services and public works departments to determine the width of the driveway and driveway approach relative to traffic impacts, parkway trees, utilities and other barriers.

W. Minimum Standards for Circular Driveways.

1. Circular driveways are allowed after the required parking and minimum front yard setback of twenty-five feet have been provided.
2. Minimum lot width shall be eighty feet.
3. Driveway width shall not exceed twelve feet.
4. The front yard may be paved in the minimum amount necessary to construct a circular Driveway.
5. The development services and public works departments shall review and approve the proposed driveway approaches, the distance between the curb cuts, and the potential traffic impacts that could result from the installation of the circular driveway.

SECTION 9. California Environmental Quality Act. The City Council has considered all of the evidence in the record, including the staff reports, the testimony received during the public hearing on the matter held by the City Council, and hereby determines that the text amendments will not have a significant effect on the environment. The amendments to Chapters 10.04, 10.24, 17.20, 17.22, 17.60, 17.68, consist of general "clean up" of this Ordinance and is therefore exempt from California Environmental Quality Act review pursuant to Title 14, Section 1506 (b)(3) of the California Code of Regulations.

SECTION 10. Severability; Continuation of Provisions. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance or the rules adopted hereby. The City Council of the City of Sierra Madre hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable. To the extent the provisions of the Sierra Madre Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 11. Inconsistent Provisions. Any provision of the Sierra Madre Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to the extent necessary to implement the provisions of this Ordinance.

SECTION 12. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof,

irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase would be subsequently declared invalid or unconstitutional.

SECTION 13. Publication. The City Clerk shall cause this Ordinance to be published or posted in accordance with California Government Code Section 36933, shall certify to the adoption of this Ordinance and his/her certification, together with proof of the publication, to be entered in the book of Ordinances of the City Council.

SECTION 14. Effective Date. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code Section 36937.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2019.

John Harabedian, Mayor

ATTEST:

Sue Spears, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SIERRA MADRE)

I, _____, City Clerk of the City of Sierra Madre, hereby certify that the foregoing Ordinance No. 1412 was approved and adopted by said Council at its regular meeting held on the ____ day of _____, 2019 by the following vote, to-wit:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Sue Spears, City Clerk



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Vincent Gonzalez, Planning & Community Preservation Director 

REVIEWED BY: Gabriel Engeland, City Manager 

DATE: May 14, 2019

SUBJECT: ADOPTION OF ORDINANCE 1413 TO AMEND TITLE 17-ZONING TO INCLUDE LANGUAGE FOR LIGHTING REGULATIONS FOR PROPERTIES IN THE "R-1 ONE-FAMILY RESIDENTIAL ZONE", "R-2 TWO-FAMILY RESIDENTIAL ZONE", "R-3 MEDIUM/HIGH DENSITY RESIDENTIAL ZONE", "R-C RESIDENTIAL ZONE", AND "H HILLSIDE MANAGEMENT ZONE".

RECOMMENDATION

Staff recommends that the City Council introduce and give first reading of Ordinance 1413 by title only, waiving further reading to amend Title 17 of the Sierra Madre Municipal Code to include language for lighting regulations for properties in residential zones.

ALTERNATIVES

1. Adopt Ordinance 1413, to amend Title 17 of the Sierra Madre Municipal Code to include lighting regulations for properties in residential zones.
2. Adopt Ordinance 1413 with modifications.
3. Retain the language in the Sierra Madre Municipal Code as presently codified.
4. Provide direction to staff.

SUMMARY

The ordinance revisions propose to include language establishing lighting regulations for properties in residential zoning districts. Currently, the R-3 Zone (Medium/High Residential) includes language for lighting regulations. However, there is no language for such regulations in the other residential zones. This ordinance would modify the existing R-3 language and add it to the R-1 (One Family Residential), R-2 (Two Family

Residential), R-C (Residential Canyon), and HMZ (Hillside Management) Zones, respectively.

Staff recommends that the City Council adopt the proposed Municipal Code Text Amendments. The proposed amendments are intended to ensure consistency of lighting regulations for projects within residential zones identified in Title 17 “Zoning”. A draft of Ordinance 1413 is attached herein as Exhibit A for City Council consideration.

ANALYSIS

SECTION 1 – Section 17.28.120 (“Lighting”)

The existing language for lighting regulations in Section 17.28.120 (“Lighting”) in Chapter 17.28 (“R-3 Medium/High Density Residential Zone”) of Title 17 (“Zoning”) is amended to read as follows:

17.28.120 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” ~~program objectives and policies~~. Lighting shall be ~~hooded shielded~~ and directed downward to reflect away from adjoining properties.

SECTION 2. Section 17.20.122 (“Lighting”) of Chapter 17.20 (“R-1 One Family Residential Zone”), of Title 17 (“Zoning”) is hereby amended to read as follows:

17.20.122 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 3. Section 17.24.131 (“Lighting”) of Chapter 17.24 (“R-2 Two Family Residential Zone”), of Title 17 (“Zoning”) is hereby amended to read as follows:

17.24.131 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 4. Section 17.30.221 (“Lighting”) of Chapter 17.30 (“R-C Residential Canyon Zone”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.30.221 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 5. Section 17.52.180 (“Lighting”) of Chapter 17.52 (“H Hillside Management Zone”) of Title 17 (“Zoning”), is amended herein to read as follows:

17.52.180 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

FINANCIAL REVIEW

There is no fiscal impact from preparing the proposed amendments to the SMMC, as the staff costs are provided for in the adopted budget.

CEQA FINDINGS

The proposed actions are in compliance with the provisions of the California Environmental Quality Act (CEQA) because this project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines and because the proposed action is not a project under Section 15378(b)(5) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance with the CEQA guidelines.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City’s website at www.cityofsierramadre.com.

Attachments:

Attachment A – Ordinance 1413

ORDINANCE NO. 1413

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA AMENDING TITLE 17 ("ZONING") OF THE SIERRA MADRE MUNICIPAL CODE BY AMENDING CHAPTER 17.20 ("R-1 ONE-FAMILY RESIDENTIAL ZONE") BY ADDING SECTION 17.20.122 ("LIGHTING"); AMENDING CHAPTER 17.24 ("R-2 TWO-FAMILY RESIDENTIAL ZONE") BY ADDING SECTION 17.24.131 ("LIGHTING"); AMENDING SECTION 17.28.120 ("LIGHTING") OF CHAPTER 17.28 ("R-3 MEDIUM/HIGH DENSITY RESIDENTIAL ZONE"); AMENDING CHAPTER 17.30 ("R-C RESIDENTIAL CANYON ZONE") BY ADDING SECTION 17.30.221 ("LIGHTING"); AND AMENDING CHAPTER 17.52 ("H HILLSIDE MANAGEMENT ZONE") BY ADDING SECTION 17.52.180 ("LIGHTING")

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 17.28.120 ("Lighting") of Chapter 17.28 ("R-3 Medium/High Density Residential Zone") of Title 17 ("Zoning") is hereby amended to read as follows:

17.28.120 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city's "Dark Sky" program objectives and policies. Lighting shall be ~~hooded~~ shielded and directed downward to reflect away from adjoining properties.

SECTION 2. Section 17.20.122 ("Lighting") of Chapter 17.20 ("R-1 One Family Residential Zone"), of Title 17 ("Zoning") is hereby amended to read as follows:

17.20.122 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city's "Dark Sky" objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 3. Section 17.24.131 ("Lighting") of Chapter 17.24 ("R-2 Two Family Residential Zone"), of Title 17 ("Zoning") is hereby amended to read as follows:

17.24.131 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas or similar facilities shall be in compliance with the city's "Dark Sky" objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 4. Section 17.30.221 (“Lighting”) of Chapter 17.30 (“R-C Residential Canyon Zone”) of Title 17 (“Zoning”) is hereby amended to read as follows:

17.30.221 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

SECTION 5. Section 17.52.180 (“Lighting”) of Chapter 17.52 (“H Hillside Management Zone”) of Title 17 (“Zoning”), is amended herein to read as follows:

17.52.180 – Lighting

All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city’s “Dark Sky” objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2019.

John Harabedian, Mayor

ATTEST:

Sue Spears, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SIERRA MADRE)

I, _____, City Clerk of the City of Sierra Madre, hereby certify that the foregoing Ordinance No. 1413 was approved and adopted by said Council at its regular meeting held on the ____ day of _____, 2019 by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Sue Spears, City Clerk



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Chris Cimino, Director of Public Works

REVIEWED BY: Gabriel Engeland, City Manager

DATE: May 14, 2019

SUBJECT: **RESOLUTION DECLARING INTENTION TO FORM THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT, APPROVING THE ENGINEER'S REPORT, AND SETTING A TIME AND PLACE FOR A PUBLIC HEARING AND ORDERING THE INITIATION OF ASSESSMENT BALLOT PROCEDURES**

STAFF RECOMMENDATION

It is recommended that the City Council adopt a Resolution (Attachment 1):

- 1) Declaring its intention to form the new Downtown Landscaping and Lighting Maintenance District; and
- 2) Approving the Engineer's Report for the new Downtown Landscaping and Lighting Maintenance District; and
- 3) Setting a time and place for a public hearing for July 9, 2019 and ordering the initiation of assessment ballot proceedings

ALTERNATIVES

1. The City Council may choose to not approve Resolution 19-20 and not authorize the formation of a new District.

SUMMARY

The City currently has four existing special assessment districts which finance various services and improvements including parking, lighting, landscaping, and associated maintenance within the Central Business District area of the City. Each of the four districts was established to fund the cost of improvements and maintenance of specific benefits in the downtown district, however, two of the districts do not collect enough funds and are subsidized by expenditures from the General Fund. The remaining two districts collect more revenue than is required for the benefit provided and have accumulated a fund balance of \$595,000.

City staff has identified the need to correctly balance the amount of revenue collected within the district(s) with necessary expenditures. If formed, the new district would pay for the maintenance of the landscaping and lighting improvements put in place by these existing assessment districts and fund the implementation and associated maintenance of additional similar improvements in the downtown district area. The new district would collect \$22,676.00 less than the current combined collection of the four districts.

In response to the need for appropriate funding for such maintenance, staff proposes the formation of the Downtown Landscaping and Lighting Maintenance District (the "Downtown LLD" or "District") and levy special assessments therein. The formation of the new District will be subject to a majority protest proceeding for the property owners within the territory, in compliance with the California Constitution Article XIID and the Proposition 218 Omnibus Implementation Act Gov. Code Section 53730 et seq.

ANALYSIS

On March 26, 2019, the City Council adopted Resolution 19-09 initiating proceedings required to begin the formation process for the District by directing that an Engineer's Report be prepared. Subsequently, another City Council meeting is now being held to approve the Engineer's Report and set the date of the public hearing for the formation of the District. Before the date of the public hearing, assessment ballots will be mailed to the property owners within the proposed District's boundary, to vote for or against the formation of the District.

To assist the City in proceeding with the formation process for the District, the City hired NBS Government Finance Group ("NBS"). NBS has prepared the Engineer's Report for the District, which provides a description of the improvements, the estimated costs of improvements, a diagram for the District, and the District assessment roll containing the Fiscal Year 2019-2020 levy for each parcel within the District. NBS has worked with the City Attorney to ensure recommendations will meet local, state, and federal regulations including compliance with Proposition 218 and appropriate assessment district regulations. NBS will handle the noticing and protest ballot process, and submit the

appropriate materials to Los Angeles County by the Fiscal Year 2019-20 property assessment deadline.

FINANCIAL REVIEW

The City has spent \$19,073 to date working towards the formation of the new district. In total, the City anticipates \$65,000 to complete the formation of the district. If approved, the new district would reduce the total amount collected in the current four districts, reduce the subsidy of the downtown districts from the General Fund, and eliminate the annual surplus which is currently collected.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.
Attachment:

ATTACHMENT:

Attachment No. 1 – Resolution 19-20 Declaring Intention to Form the Downtown Landscaping and Lighting Maintenance District
Attachment No. 2 – City of Sierra Madre Downtown Landscaping and Lighting Maintenance District Engineer's Report



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

INITIATED: Gabriel Engeland, City Manager 

DATE: May 14, 2019

SUBJECT: Open Space Guidelines Discussion

STAFF RECOMMENDATION

Staff recommends the City Council discuss and provide direction.

ALTERNATIVES

1. Continue to acquire and dedicate open space through current practice, without established guidelines.
2. Change or alter the proposed Open Space guidelines recommended in the presentation.

SUMMARY

At the February 26, 2019 Council Meeting the City Council directed staff to create guidelines around the acceptance and dedication of natural and constructed open space. Staff is providing a PowerPoint presentation for additional information.

ANALYSIS

The City's General Plan calls for the City to be responsible stewards of the neighboring San Gabriel Mountain Foothills' wildlife, forest, open space, watershed and all other natural resources, and to preserve and expand parkland and open space when possible.

In order to further this goal, the City Council may acquire property for the purposes described above, convey conservation easements on City-owned property to non-profit public benefit corporations, or take other actions as appropriate to meet the objectives set forth in the City's General Plan.

The City currently does not have any guidelines for the acquisition or dedication of open space. Staff recommends the City Council, prior to acquiring or dedicating new open space, determine if there is benefit to Sierra Madre residents, by ensuring the property in question meets one or more of the proposed guidelines.

1. Preservation or Stewardship
 - Protects property from development or alteration
 - Limits development on property to low density residential
 - Expands upon properties already controlled/designated as open space
 - Provide public access to mountains, parks, or trails
2. Protection of Environment
 - Protect hillside or other areas that exhibit unique wild land characteristics
 - Storm water capture
 - Drainage Issues
 - Limit impacts on City's water source
3. Public Health and Safety
 - Property interfaces with wilderness area (Fire mitigation)
 - Flood control
4. Legal
 - Reduces or eliminates potential liability
 - Other compelling reason

FINANCIAL REVIEW

There is no financial impact related to this discussion item. Staff time was incurred in the preparation of this report.

CEQA / ENVIRONMENTAL

Not applicable.

PUBLIC NOTICE PROCESS

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City of Sierra Madre Agenda Report

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Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and members of the City Council

FROM: James Carlson, Management Analyst

REVIEWED BY: Gabriel Engeland, City Manager

DATE: May 14, 2019

SUBJECT: **DISCUSSION ON AMENDING SIERRA MADRE MUNICIPAL CODE SECTION 10.24.310 REGULATING PARKING OF RECREATIONAL AND COMMERCIAL VEHICLE PARKING**

STAFF RECOMMENDATION

Staff recommends that the City Council provide staff with direction on amendments to Sierra Madre Municipal Code (SMMC) 10.24.310. To assist in this discussion Staff has prepared alternatives for Council to consider.

ALTERNATIVES

- 1) Approve, or modify and approve, the recommendation to require a temporary parking permit for Commercial Vehicle and RV parking within Sierra Madre.
- 2) The City Council may table the discussion and ask for additional information from Staff or not amend SMMC 10.24.310 any further.

SUMMARY

At the April 23, 2019 City Council meeting, the Council reviewed Ordinance 1412 titled "General Clean-Up of the Sierra Madre Municipal Code." Among the municipal code items that were presented for clarification and/or amendments was Section 10.24.310 "Parking commercial and recreational vehicles". The City Council tabled this component of Ordinance 1412 for further consideration.

ANALYSIS

On April 23, 2019, the City Council reviewed staff recommendations in an effort to make various sections of the Municipal Code more clearly defined as well as consistent, the City Council reviewed a number of sections, including two sections regarding Recreational/Commercial Parking.

"Section 1 (SMMC 10.04.165 (Recreational Vehicle) was amended on April 23rd as follows:

The definition of "Recreational Vehicle in Title 10 "Vehicles and Traffic" is amended to read as follows:

"Recreational Vehicle" means a wheeled vehicle, ~~required by the State to have a vehicular registration,~~ built on a chassis that can be towed, hauled or driven and primarily designed ~~as a temporary dwelling~~ for hauling, recreation, vacation and travel use, including, but not limited to, utility trailers, travel trailers,

truck campers, tent trailers, pick-up campers, camping trailers and self-propelled motor home with or without State vehicular registration.

Section 1 (as proposed above) was included in the approval of Ordinance 1412.

Section 2 (as proposed below) was not included in the approval of Ordinance 1412 and staff was directed to bring back the consideration for discussion.

“Section 2 (SMMC 10.24.310) (“Parking commercial and recreational vehicles”)

No person shall park any commercial and recreational vehicle exceeding seven feet in width or seven feet in height ~~for more than five hours~~ in any residential district except (a) while loading or unloading property ~~and time in addition to such five hour period~~ as is necessary to complete such work; or (b) when such vehicle is parked in connection with, and in the aid of the performance of a service to or on a property in the block in which such vehicle is parked ~~and time in addition to such five hour period is as~~ reasonably necessary to complete such service.”

SMMC 10.24.230

Briefly mentioned in the discussions on April 23rd is the allowance of Recreational Vehicles to be parked on certain sections of downtown. In accordance to this section, Recreational Vehicles have been allowed to park overnight across from the Police and Fire Station as needed. Staff is not proposing any changes to this section at this time. However, this section is unique to Sierra Madre and has not been found in any other communities surveyed.



Survey of Neighboring Communities

The following is a comparison of various neighboring communities and how they address Recreational Vehicle Parking:

<u>Jurisdiction</u>	<u>Continuous Hours</u>	<u>Maximum</u>	<u>Notes</u>
Arcadia	72 Hours	15 days per year	Applies to recreational vehicles or trailers
Duarte	72 Hours	6 days per year	Recently adopted (April 23, 2019) and requires temporary parking permit for approval
La Canada/Flintridge	Not Specified	14 days per year	No permit needed for 2 hours to load or unload.
Monrovia	72 hours	6 days per month	
Pasadena	48 hours for loading, 48 hours for unloading	Not specified	
South Pasadena	72 hours (RV included with general permits)	Not specified	No permit will be issued for 'commercial' vehicles over 5000 pounds or 8 feet wide; nor 'oversized' vehicles over 8 feet wide and tall and 25 feet long.

Location and Safety

Generally, other cities require that the Recreational Vehicle be parked in front of the owner's property. The City Council may wish to determine if this requirement would be included into a code amendment, or if any discretion would be afforded to the permitting authority (Public Safety and/or Code Enforcement). The City Council may also wish to explicitly prohibit the parking Recreational Vehicles in a manner that causes unsafe line-of-sight circumstances near intersections.

Permitting Process

Should the City Council wish to amend the Municipal Code to add or amend Recreational Vehicle parking regulations, the permitting process would be added to the current on-line parking permit issuance program and permit tracking capabilities with parameters set by the City Council.

Staff recommends the following regulations for Recreational Vehicle parking:

Recreational Vehicle parking shall occur only with a temporary parking permit, will not exceed 72 consecutive hours, and no more than 2 permits per month and no more than 6 days per month will be allowed.

The definition of "Recreational Vehicle in Title 10 "Vehicles and Traffic" will read as amended by Council at the April 23rd, Council Meeting:

"Recreational Vehicle" means a wheeled vehicle, built on a chassis that can be towed, hauled or driven and primarily designed for hauling, recreation, vacation and travel use, including, but not limited to,

utility trailers, travel trailers, truck campers, tent trailers, pick-up campers, camping trailers and self-propelled motor home with or without State vehicular registration.”

The proposed changes align with current parking regulations in Sierra Madre and they are substantially similar to recreational vehicle regulations in neighboring San Gabriel Valley cities.

FINANCIAL REVIEW/SOURCE OF FUNDING

Staff anticipates the possibility of a nominal fee from the Phoenix Group Information Systems company to incorporate changes into the on-line overnight parking permit process. Staff has been in contact, and fee, if applicable, would be based on changes ultimately needed.

ENVIRONMENTAL (CEQA)

Pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations, additional parking restrictions by ordinance would qualify for an exemption from the Environmental Quality Act.

PUBLIC NOTICE PROCESS

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Attachments

None.



City of Sierra Madre Agenda Report

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Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor Harabedian and Members of the City Council

FROM: Gabriel Engeland, City Manager

INITIATED BY: Jennifer Peterson, Administrative Analyst

REVIEWED BY: Laura Aguilar, Asst. City Clerk, Administrative Services Manager 

DATE: May 14, 2019

SUBJECT: CONSIDERATION OF TERM LENGTH FOR EXISTING MAYOR AND MAYOR PRO TEMPORE

STAFF RECOMMENDATION

It is recommended that City Council consider and take action, by motion and majority vote, to set term lengths for the Mayor and Mayor Pro Tempore.

ALTERNATIVES

1. The Council may approve service term lengths based on discussion heard at this meeting.
2. The Council may choose to leave the lengths of unchanged and reorganize again in April 2020.
3. The Council may request additional information and direct that this matter be placed on a further agenda.

SUMMARY

At the April 9, 2019 City Council meeting, the Council Member Goss requested that a discussion to determine service term lengths be placed on the agenda for the first meeting in May.

ANALYSIS

In accordance with Sierra Madre Municipal Code 2.04.020, the City Council shall reorganize and select one of its members as mayor and one as mayor pro tempore at its second regularly scheduled meeting in April of every year or at any other time as that the City Council shall direct. At the March 12, 2019 City Council meeting, Council adopted Ordinance 1409 wherein the City's General Municipal Election would be consolidated to the first Tuesday, after the first Monday in November of each even-numbered year, beginning in 2020. This Council decision affects the term lengths of the Mayor and Mayor Pro Tempore appointed at the April 9, 2019 meeting. The term lengths of those particular positions may be either shortened or extended, to end at the time of the election. The City Council must determine the end date of the terms appointed at the April 9, 2019 meeting.

**CONSIDERATION OF TERM LENGTH FOR EXISTING MAYOR AND MAYOR PRO
TEMPORE**

May 14, 2019

FINANCIAL REVIEW

There is no financial impact associated with this requests.

PUBLIC NOTICE PROCESS

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